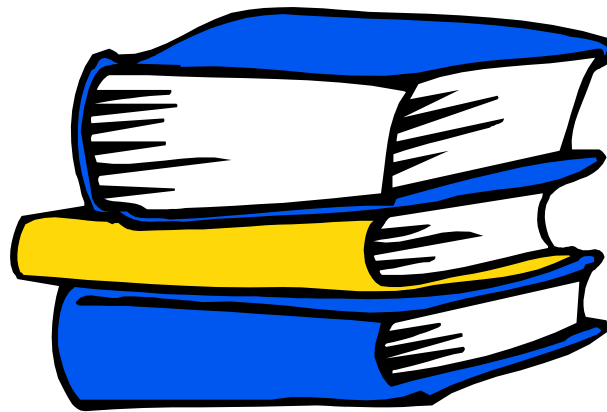


Texas Department of Health Funding Information Center 2003 Bibliography



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Publication #32-10922

Texas Department of Health Funding Information Center Bibliography

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Houston Public Library
500 McKinney Ave.
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1655 Main St., Suite 209
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7404 US Hwy 90 West
San Antonio 78227 (210) 227-4333

Waco-McLennan County Library
1717 Austin Ave.
Waco 76701 (254) 750-5975

Nonprofit Management Center of Wichita Falls
2301 Kell Blvd., Suite 218
Wichita Falls 76308 (940) 322-4961

101 Ideas for Volunteer Programs

McCurley, Steve Vineyard, Sue 1st ed. Downers Grove, IL : Heritage Arts, c1986

Call Number: HN 90 V64 M113 1986

ID Number: 9801360

Subject(s): Volunteerism

A collection of useful ideas and thoughts for volunteer programs. It is a place to start from, a place to browse in and finally a place to steal from.

101 Tips for Volunteer Recruitment

McCurley, Steve Vineyard, Sue 1st ed. Downers Grove, IL : Heritage Arts, c1988

Call Number: HN 90 V64o M113 1988

ID Number: 9801363

Subject(s): Volunteerism

A collection of useful ideas on planning & implementing volunteer recruitment programs.

101 Ways to Raise Resources

Vineyard, Sue McCurley, Steve 1st ed. Downers Grove, IL : Heritage Arts, c1987

Call Number: HV 41 V782 1987

ID Number: 9801358

Subject(s): Fund-raising

This booklet offers ideas for planning, recruiting, screening, interviewing, training, supervising, staff relations, etc.

37 Quick and Easy Tips You Can Use to Keep Your Customers

1st ed. Blackwood, NJ : Communication Publications and Resources, a division of Communication Briefings, c1990

Call Number: HF 5415.5 T422 1990

ID Number: 9801440

Subject(s): Communication

A small handbook packed with tips you can use right away to build your customer service skills.

The 76 Most-Common Grammar Errors and How to Avoid Them

Grazian, Frank 1st ed. Alexandria, VA :

Communication Publications &

Resources/Communication Briefings, c1992

Call Number: PE 1460 G69 1992

ID Number: 9801903

Subject(s): Communication

This booklet assists with grammar skills and writing.

91 Proven Tips and Secrets for Winning Grant \$\$\$

1st ed. Arlington, VA : GIS : EFRC, c1987

Call Number: HG 177 A16 1987

ID Number: 9800231

Subject(s): Federal aid Proposal writing

A 53-page report covering federal funding research, resources, writing, and evaluation.

Accent on Recognition: Saying Thank You to Donors and Volunteers

1st ed. Silver Springs, MD : Philanthropic Service for Institutions, c1991

Call Number: HN 90 V64 A169 1991

ID Number: 9801442

Subject(s): Volunteerism Fund-raising

This 76-page handbook reflects the importance of saying "thank you" to a donor that has given a gift to a nonprofit enterprise. The booklet provides dozens of examples of letters, certificates, mementos, and other items that can be used in making contributors feel appreciated.

Action Handbook for Boards

Masaoka, Jan 1st ed. Washington, DC : National Minority AIDS Council, c1995

Call Number: HD 2745 M394 1995

ID Number: 9806505

Subject(s): Nonprofit management

Explains the common responsibility and the structure of boards.

The Adolescent & Young Adult Fact Book

Simons, Janet Finlay, Belva Yang, Alice 1st ed. Washington, DC : Children's Defense Fund, c1991

Call Number: HQ 796 S4746 1991

ID Number: 9800912

Subject(s): Youth

Provides statistics on the realities of many adolescents entering adulthood poorly equipped to meet their responsibilities as parents, citizens, and members of the work force.

Adolescent Pregnancy in the South: A Mandate for Leadership

2nd ed. Washington, DC : Southern Regional Project on Infant Mortality, c1990

Call Number: HQ 759.4 A34 1990

ID Number: 9800911

Subject(s): Youth

Examines adolescent pregnancy prevention programming in the South (including Texas) - its successes and failures - and documents the need for continued efforts from leaders in our governor's offices, legislatures, school boards, and city councils.

Adolescent Pregnancy Prevention: A Guidebook for Communities

Brindis, Claire D. Palo Alto, CA : Health Promotion Resource Center, c1991

Call Number: WA 310 B858a 1991 FIC

ID Number: 9806748

Subject(s): Youth Social services Teenage pregnancy Community networks

Includes bibliographical references.

Adolescents at Risk: Prevalence and Prevention

Dryfoos, Joy G. 1st ed. New York : Oxford University Press, c1990
Call Number: HV 1431 D79 1990
ID Number: 9800913
Subject(s): Substance abuse Youth
A study that synthesizes the latest research and explores the complex problems of today's youth, focusing on four key areas: delinquency, substance abuse, teen pregnancy, and school failure.

An Advocate's Guide to Fund Raising

Ross, Roberta 1st ed. Washington, DC : Children's Defense Fund, c1990
Call Number: HV 41 R823 1990
ID Number: 9801426
Subject(s): Fund-raising
A report on starting a fund raising strategy. Provides basic information to readers who have no experience in fund raising, as well as useful reminders and information for more seasoned fund raisers.

An Advocate's Guide to Improving Education

Haycock, Kati Alston, Denise 1st ed. Washington, DC : Children's Defense Fund, c1990
Call Number: LC 221 H38 1990
ID Number: 9801451
Subject(s): Social services Youth
This guide is designed to help people who care about children make the national education goals a reality in their communities. Includes a step-by-step plan for getting started, tools for assessing where communities stand in relation to the goals, tips on what to do to improve the standing, and suggestions on where to go for help.

An Advocate's Guide to Using Data

Simons, Janet Jablonski, Donna M. 1st ed. Washington, DC : Children's Defense Fund, c1990
Call Number: HN 25 S549 1990
ID Number: 9801438
Subject(s): Social services
A booklet to help advocates who don't have a background in research or statistics learn to select, analyze, and present the data that will make their advocacy efforts effective.

AIDS Benefits Handbook

McCormack, Thomas P. Binghamton, NY : Yale University Press, c1990
Call Number: RC 607 A26 M38 1990
ID Number: 9806527
Subject(s): HIV-AIDS
A handbook on how to get social security, welfare, medicaid, medicare, food stamps, housing, drugs, and other benefits.

AIDS Funding: A Guide to Giving by Foundations & Charitable Organizations

4th ed. New York, NY : The Foundation Center, c1995
Call Number: HV 97 F771a 1995
ID Number: 9802891
Subject(s): Foundation funding HIV-AIDS
REFERENCE
This directory lists foundation, corporate, and other charitable support HIV/AIDS services and projects.

AIDS Health Services at the Crossroads: Lessons for Community Care

Weisfeld, Victoria D. 1st ed. Princeton, NJ : Robert Wood Johnson Foundation, c1991
Call Number: WC 503 1991
ID Number: 9806515
Subject(s): Evaluation - Program HIV-AIDS
A book on the story of nine projects in eleven cities across the United States and how they have tried to meet the challenge of AIDS. The examples will provide insight and guidance for other communities that will surely face similar challenges.

AIDS Service Demonstration Programs: 3Year Report

Aug. 1990 ed. Washington, DC : U.S. Dept. of Health and Human Services, Public Health Service, c1990
Call Number: RA 644 A25 A288 1990
ID Number: 9806514
Subject(s): Evaluation - Program HIV-AIDS
A report on the first three years of the AIDS Service Demonstration Program in terms of program development, program operations, and program outcomes.

AIDS Task Force Report: The AIDS Project

Feb. 1989 ed. Portland, MA : United Way of Greater Portland, c1989
Call Number: RA 644 A288 1989
ID Number: 9806509
Subject(s): HIV-AIDS
A report of the AIDS Task Force on the specific recommendations to address the epidemic of HIV in Cumberland County.

America's Nonprofit Sector: A Primer

Salamon, Lester M. 2nd ed. New York, NY : The Foundation Center, c1999
Call Number: HV 91 S23 1999 FIC
ID Number: 9802823
Subject(s): Nonprofit management
This book provides a study of the scope, structure, and financing of the U.S. nonprofit world.

Analysis of Texas Foundations

7th ed. San Antonio, TX : Nonprofit Resource Center of Texas, c1998

Call Number: HV 97 AT4 N812a 1998

ID Number: 9802883

Subject(s): Corporate funding Foundation funding

REFERENCE Texas

Details giving patterns and funding priorities of the top Texas foundations. Features grant and asset values of all foundations in each major city or region in Texas.

The Art of Fund Raising: The Classic Primer Fully Revised, Updated and Expanded

Warner, Irving R. 3rd ed. Rockville, MD : Fund Raising Institute, c1992

Call Number: HV 41 W35 1992

ID Number: 9806627

Subject(s): Fund-raising

Topics include: Goals and Costs, Constituencies, Lists, and Direct Mail, Why People Give, and much more. Includes index.

The Art of Fund-raising : What Every Health Care Trustee Needs to Know

Bovich, Edward Hugh 1st ed. Chicago, IL : American Hospital Publishing, Inc., c1994

Call Number: RA 971.3 B68 1994

ID Number: 9802678

Subject(s): Fund-raising

Examines the charitable impulses that prompt people to give to others, where to find sources of philanthropic giving and how to organize for the efficient funding of charitable institutions.

The Art of Planned Giving: Understanding Donors and the Culture of Giving

White, Douglas E. 1st ed. New York, NY : John Wiley & Sons, Inc., c1995

Call Number: HV 41.9 U5 W48 1995

ID Number: 9803621, 9802819

Subject(s): Fund-raising

A book on the unique and powerful force of philanthropy with regards to understanding donors and the culture of giving.

The Art of Raising Money

Smith, William J. 1st ed. New York : American Management Association, c1985

Call Number: HG 177 S64 1985

ID Number: 9800453

Subject(s): Fund-raising

Provides useful information for nonprofit organizations interested in increasing funding support. Covers the elements of a successful fund-raising campaign including specialized campaigns for hospitals.

The Artful Journey: Cultivating and Soliciting the Major Gift

Sturtevant, William T. 1st ed. Chicago : Bonus Books, c1997

Call Number: HV 41.2 S78 1997

ID Number: 9800899

Subject(s): Fund-raising Nonprofit management

A step-by-step guide to ensuring major gifts.

Assets & Options: A Rural Grantsmanship Education Program

Walker, Mary 1st ed. Austin, TX : Health Care Options for Rural Communities, c1993

Call Number: RA 771.5 W182a 1993

ID Number: 9806507

Subject(s): Financial Aid Grantsmanship Rural Provides rural communities and organizations with the knowledge and skills needed to access available state, federal, foundation and corporate funds to obtain, maintain and improve health care services.

Background Papers on Drug Abuse Financing and Services Research

Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, c1991

Call Number: WM 270 B126 1991

ID Number: 9806524

Subject(s): Substance abuse

Designed to disseminate current methodological developments and research findings support by National Institute on Drug Abuse (NIDA) regarding the drug abuse service delivery system.

The Best Ideas in Time Management : How to Deal with Deadlines and Put Time to Work for You

Gallagher, Donald R. 1st ed. Blackwood, NJ : Communication Briefings, c1993

Call Number: HD 69 T54 G34 1993

ID Number: 9801449

Subject(s): Nonprofit management

A practical and comprehensive collection of time-management ideas and techniques designed to help anyone get more from each workday.

Beyond Banquets, Plaques & Pins: Creative Ways to Recognize Volunteers

Vineyard, Sue 1st ed. Downers Grove, IL : Heritage Arts Publishing, c1989.

Call Number: HF 5549.5 B573 V766

ID Number: 9805382

Subject(s): Volunteerism

Examines the art and science of volunteer recognition and lists creative and motivational ideas for different settings and different types of volunteers. Includes bibliography.

Beyond Fund Raising: New Strategies for Nonprofit Innovation and Investment

Grace, Kay Sprinkel 1st ed. New York : J. Wiley, c1997

Call Number: HG 4027.65 G73 1997

ID Number: 9800460

Subject(s): Fund-raising Nonprofit management

A book for volunteers and people working with fund raising to go beyond fund raising and to understand and apply development principles.

Big Gifts

Williams, Jane M. 1st ed. Rockville, MD : Fund Raising Institute, c1991

Call Number: HV 41.9 U5 W724 1991

ID Number: 9802821

Subject(s): Fund-raising

Provides a step-by-step guide to interacting with major prospects, both on an ongoing basis and during a capital campaign.

Black Tie Optional

Freedman, Harry A. 1st ed. Rockville, MD : Fund Raising Institute, c1991

Call Number: HV 41.9 U5 F74 1991

ID Number: 9802352

Subject(s): Fund-raising

A useful guide to planning and producing successful special events for fund-raising.

Board Assessment of the Chief Executive: A Responsibility Essential to Good Governance

Nason, John W. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1990

Call Number: HD 38.2 N37 1990

ID Number: 9800139

Subject(s): Nonprofit management

Provides direction to boards seeking to fulfill their responsibilities to assess their chief executives.

The Board Member's Guide to Fund Raising

Howe, Fisher 1st ed. San Francisco, CA : Jossey-Bass, Inc. c1991

Call Number: HV 41.9 U5 H68 1991

ID Number: 9802332

Subject(s): Fund-raising Nonprofit management

This book furnishes a clear description of the board's responsibility for fund raising. It provides helpful do's and don'ts, reveals where boards often go wrong, answers the most frequent questions raised by board members, and shows how individual trustees can personally support fund-raising efforts most effectively.

The Board Member's Guide to Strategic Planning: A Practical Approach to Strengthening Nonprofit Organizations

Howe, Fisher 1st ed. San Francisco : Jossey-Bass Publishers, c1997

Call Number: HD 62.6 H693 1997

ID Number: 9800156

Subject(s): Nonprofit management

A guide to putting strategic planning into perspective and preparing for and conducting strategic planning - organization, procedures, and design.

Board Overboard: Laughs and Lessons for All But the Perfect Nonprofit

O'Connell, Brian 1st ed. San Francisco : Jossey-Bass Publishers, c1996

Call Number: HD 62.6 O27 1996

ID Number: 9800221

Subject(s): Nonprofit management

A book for all board members and nonprofit executives. Includes lessons that may help produce a more effective board.

Board Passages: Three Key Stages in a Nonprofit Board's Life Cycle

Mathiasen, Karl III. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1990

Call Number: HD 62.6 M431 1990

ID Number: 9801354

Subject(s): Nonprofit management

Provides key elements of forming and implementing governing boards, board member issues, and the various phases that boards and nonprofit organizations experience.

Boardroom Verities: A Celebration of Trusteeship with Some Guides and Techniques to Govern By

Panas, Jerold 1st ed. Chicago : Precept Press, c1991

Call Number: HD 2745 P187 1991

ID Number: 9801356

Subject(s): Nonprofit management

A book on trusteeship, board membership and the nonprofit field.

The Board's Role in Effective Volunteer Involvement

Ellis, Susan J. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1995

Call Number: HD 62.6 E47 1995

ID Number: 9801445

Subject(s): Volunteerism Nonprofit management

Examines and challenges assumptions about volunteers, and provides guidelines for board members who wish to manage volunteers as they do other organizational resources.

Boards That Make a Difference: A New Design for Leadership in Nonprofit and Public Organizations

Carver, John 2nd ed. San Francisco, CA : Jossey-Bass, Inc., c1997

Call Number: HD 2745 C37 1997

ID Number: 9806484

Subject(s): Nonprofit management

Provides information on board roles and functions that hamper dedicated board members. Includes new approaches to board job design, board-staff relationships, the chief executive role, performance monitoring, and virtually every aspect of the board-management relationship.

Breaking New Ground: Developing Innovative AIDS Care Residences

Lieberman, Betsy Chamberlain, Donald P. 1st ed. Seattle, WA : AIDS Housing of Washington, c1993

Call Number: WC 503 L716b 1993

ID Number: 9806485

Subject(s): HIV-AIDS

A resource for not just for HIV/AIDS housing providers it is also for other special needs housing providers as well.

Building a Better Board

Swanson, Andrew 2nd ed. Rockville : Fund Raising Institute, c1992

Call Number: HD 2745 S923 1992

ID Number: 9800225

Subject(s): Nonprofit management

Demonstrates how to define your board's role in strategic planning. Takes you step-by-step through the process of establishing the organization's mission and involving your board where necessary to meet that mission.

Cash Now: A Manual of Twenty-Nine Successful Fundraising Events

Franks, Aaron M. Franks, Norman E. 1st ed. Vancouver, British Columbia : Creative Fundraising, c1993

Call Number: HV 41.2 F73 1994

ID Number: 9801128

Subject(s): Fund-raising

Twenty-nine chapters with twenty-nine events fully describe and reveal how others have raised needed funds.

Catalog of Federal Domestic Assistance

36th ed. Washington, DC : U.S. Government Printing Office, c2002

Call Number: HC 110 P63 A55 2002

ID Number: 9803623

Subject(s): Federal aid REFERENCE

A reference guide detailing 1,458 assistance programs administered by 63 federal agencies. Indexed.

Challenges for the Future: Coordinating HIV/AIDS Care and Services in the Next Decade

1st ed. Rancho Cordova, CA : Sierra Health Foundation, c1992

Call Number: RA 606 A7 C437 1992

ID Number: 9806503

Subject(s): HIV-AIDS

Provides a broader and more complete understanding of the evolving concept of case management in the treatment of HIV/AIDS, including its potential benefits and possible limitations.

Changing Demographics: Fund Raising in the 1990s: Using Demographics and Psychographics to Improve Your Fund Raising Efforts

Nichols, Judith E. 1st ed. Chicago : Bonus Books, c1990

Call Number: HV 41.9 U5 N53 1990

ID Number: 9800900

Subject(s): Fund-raising

Provides information on the most effective ways to reach the emerging donor groups including baby boomers, working women, Hispanics, and older Americans.

The Chief Executive's Role in Developing the Nonprofit Board

Axelrod, Nancy R. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1988

Call Number: HD 62.6 A94 1988

ID Number: 9802815

Subject(s): Nonprofit management

A booklet to help chief executives consider specific strategies for developing and working effectively with their governing boards.

Chronic Care in America: A 21st Century Challenge

University of California, San Francisco. Institute for Health and Aging Robert Wood Johnson Foundation 1st ed. Princeton, NJ : Robert Wood Johnson Foundation, c1996.

Call Number: RA 644.6 C47 1996

ID Number: 9802812

Subject(s): Chronic disease Long-term care - Organization and administration Social services Caregivers

An overview of a growing issue facing the nation: how to provide appropriate health care and related social services to people living with chronic health conditions.

Collaborating: Finding Common Ground for Multiparty Problems

Gray, Barbara 1st ed. San Francisco CA : Jossey-Bass, c1989

Call Number: HD 30.29 G73 1989

ID Number: 9800141

Subject(s): Collaborations

Describes how collaboration can help organizations join forces, pool information, and reach mutually satisfying long-term agreements.

Collaboration: What Makes it Work

Mattessich, Paul W. Monsey, Barbara R. 2nd ed. St. Paul, MN : Amerst H. Wilder Foundation, c2001

Call Number: HM 131 M347 2001 FIC

ID Number: 9800491

Subject(s): Collaborations

Offers important, accessible information to anyone who wants to start a collaborative effort or enhance one in progress.

Collaboration Handbook: Creating, Sustaining, and Enjoying the Journey

Winer, Michael Barry Ray, Karen Louise 1st ed. St. Paul MN : Amherst H. Wilder Foundation, c1994

Call Number: HD 66 W557 1994

ID Number: 9800142

Subject(s): Collaborations

Helps work groups learn about creating, sustaining, and enjoying new ways of working together to achieve results.

Collaborative Leadership: How Citizens and Civic Leaders Can Make a Difference

Chrislip, David D. Larson, Carl E. 1st ed. San Francisco, CA : Jossey-Bass, Inc., c1994

Call Number: JS 323 C48 1994

ID Number: 9802441

Subject(s): Collaborations

Provides answers to three major challenges facing communities: how to deal with complex issues, how to engage frustrated and angry citizens, and how elected officials and other civic leaders can generate the civic will to break legislative and bureaucratic gridlock.

College Student's Guide to Merit and Other No-need Funding 1996-1998

Schlachter, Gail A. Weber, R. David 1st ed. San Carlos, CA : Reference Service Press, c1996

Call Number: LB 2337.2 S34 1996

ID Number: 9801207

Subject(s): Financial Aid

A directory of merit scholarships and other no-need funding programs set aside just for college students. Also includes state sources of educational benefits and recommended financial aid resources.

Communicating Effectively: 300+ Ideas That Work

1st ed. Pitman, NJ : Communications Briefings, c1986

Call Number: HD 30.3 C734 1986

ID Number: 9802793

Subject(s): Communication

A booklet of twenty-one special reports to help you become a better communicator.

Community Assessment, Health Care and You: A Handbook for the Concerned Rural Texas

Walker, Mary Rev. ed Austin, TX : Health Care Options for Rural Communities, c1992

Call Number: RA 771.6 T4 W182c

ID Number: 9806498

Subject(s): Evaluation - Program Rural Texas

A handbook on the assessment of your community's health care and community development. Provides a basis for a specific concrete plan of action.

Community Care for Homeless Families: A Program Design Manual

1st ed. Rockville, MD : The Better Homes Foundation, c1990

Call Number: HV 4503 C734 1990

ID Number: 9806496

Subject(s): Homeless

Topics include: family homelessness, providing family-oriented care to the homeless, community-based program development, and the process of designing and implementing programs for the homeless.

Community-Based AIDS Prevention Among Intravenous Drug Users and Their Sexual Partners: The Many Faces of HIV Disease

1st ed. Bethesda, MD : NOVA Research Company, c1990

Call Number: RA 644 A25 C734 1990

ID Number: 9806510

Subject(s): Evaluation - Program HIV-AIDS
Substance abuse

Consist of papers presented at the Second Annual NADR National Meeting. Serves as a guide for researchers, service providers, and community organizers involved in the prevention of HIV infection and AIDS and the prevention and treatment of substance abuse.

The Complete Book of Model Fund-raising Letters

Kuniholm, Roland 1st ed. Englewood Cliffs, NJ : Prentice Hall, c1995

Call Number: HG 177 K86 1995

ID Number: 9806428

Subject(s): Fund-raising Nonprofit management

Provides a collection of over 350 sample letters and models, plus excerpts. Letters include: fund-raising from nominations to membership, protests, petitions, foundation, corporate requests, and letters to board members, employees, volunteers and activists.

The Complete Guide to Fund-raising Management

Weinstein, Stanley 1st ed. New York, NY : John Wiley & Sons, Inc., c1999.

Call Number: HV 41.9 U5 W46 1999

ID Number: 9805146

Subject(s): Fund-raising

This how-to book will specifically meet the needs of professional and volunteer fundraisers. Includes a disk with sample forms, checklists, and innovative grids that will help you plan and execute successful fund-raising campaigns.

The Complete Guide to Getting a Grant: How to Turn Your Ideas into Dollars

Blum, Laurie Rev. ed. New York, NY : Wiley & Sons, Inc., c1996

Call Number: HV 41.9 U5 B58 1996

ID Number: 9806432

Subject(s): Grantsmanship Fund-raising

Provides details on shaping your idea to attract funding, preparing your funding campaign from research and organization to budgeting and marketing, to writing your proposal and much more.

The Complete Guide to Nonprofit Management

Wilbur, Robert H. 2nd ed. New York : John Wiley & Sons, c2000

Call Number: HD 62.6 C737 2000 FIC

ID Number: 9808364

Subject(s): Nonprofit management

Provides real-life examples of nonprofit professional and trade associations that have successfully expanded their services and developed new sources of revenue to support these services. Includes index.

The Complete Guide to Planned Giving

Ashton, Debra. 2nd ed. Cambridge, MA : JLA Publications, c1988

Call Number: HV 41.9 U5 A828 1991

ID Number: 9800203

Subject(s): Fund-raising Nonprofit management

Book contains suggestions for conducting planned giving campaigns detailed explanations of the choices open to persons who wish to make requests or establish a trust for a nonprofit's benefit, along with numerous sample documents.

Conducting a Successful Capital Campaign

Dove, Kent E. 2nd ed. San Francisco, CA : Jossey-Bass, c2000

Call Number: HG 177.5 U6 D68 2000

ID Number: 9806430

Subject(s): Fund-raising Nonprofit management

Discusses the fundamental issues and challenges that must be met if a capital campaign is to achieve success. Includes illustrations.

Conflict Resolution Education: A Guide to Implementing Programs in Schools, Youth-serving Organizations, and Community and Juvenile Justice Settings

Crawford, Donna Bodine, Richard 1st ed.

Washington, DC : Office of Juvenile Justice and

Delinquency Prevention, U.S. Dept. of Justice : Office of Elementary and Secondary Education, U.S. Dept. of Education, c1996

Call Number: HM 136 C898 1996

ID Number: 9801226

Subject(s): Youth

A guidebook developed for educators, juvenile justice practitioners, and others in youth-serving organizations to raise awareness of conflict resolution education and its potential to help settle disputes peacefully in a variety of settings.

Corporate Foundation Profiles

12th ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771c 2002 FIC

ID Number: 9802892

Subject(s): Corporate funding Foundation funding
REFERENCE

Provides detailed analytical profiles of company-sponsored foundations that were profiled in the 2001/2002 edition of "The Foundation 1000".

Corporate Giving Directory

25th ed. Farmington Hills, MI : The Taft Group, Inc., c2003

Call Number: HV 97 A3 T29 2003

ID Number: 9801228

Subject(s): Corporate funding REFERENCE

Provides detailed profiles of more than 1,000 of the largest corporate charitable giving programs in the United States.

Creating and Implementing Your Strategic Plan: A Workbook for Public and Nonprofit Organizations

Bryson, John M. 1st ed. San Francisco CA : Jossey-Bass Publishers, c1996

Call Number: HD 30.28 B788 1996

ID Number: 9800140

Subject(s): Nonprofit management

This workbook presents an overview of the strategic planning and implementation process and the benefits gained by using it. Covers ten key steps on purpose, possible planning outcomes, and includes worksheets to facilitate the process.

Creating and Renewing Advisory Boards: Strategies for Success

Axelrod, Nancy R. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1990
Call Number: HD 62.6 A969 1990
ID Number: 9801351
Subject(s): Nonprofit management
Prepared for those who work with or serve on advisory boards, and are either contemplating the creation of a new advisory structure, or deciding whether to restructure an ineffective one.

Cultural Competence for Evaluators

Rockville, MD : Office of Substance Abuse Prevention, c1992
Call Number: HV 5825 C84 1992
ID Number: 9802898
Subject(s): Evaluation - Program Substance abuse
A book on the promotion, development, and examines the issue of cultural competence for substance abuse program evaluations as it relates to African American, Hispanic, American Indian, Alaska Native and Asian/Pacific Islander American communities.

Dear Friend: Mastering the Art of Direct Mail Fund Raising

Lautman, Kay Partney Goldstein, Henry 2nd ed. Rockville, MD : Fund Raising Institute, c1991
Call Number: HG 177 L378 1991
ID Number: 9800451
Subject(s): Fund-raising Communication
Describes the basics of costs, budgets, and schedules through sophisticated testing techniques and the use of direct mail to enhance major gift acquisitions. Includes examples of winning campaigns.

Demystifying Grant Seeking: What You Really Need To Do To Get Grants

Brown, Larissa Golden Brown, Martin John San Francisco : Jossey-Bass, c2001
Call Number: HG 177 B878 2001 FIC
ID Number: 9809606
Subject(s): Grantsmanship Fund-raising Proposal writing
This book clearly defines the principles that underline a successful grant-seeking process. Includes bibliographical references and index

Designs for Fund-raising

Seymour, Harold J. 2nd ed. Ambler, PA : Fund-Raising Institute, c1988
Call Number: HV 41 S396 1988
ID Number: 9800895
Subject(s): Fund-raising
This reprint of the 1996 fund-raising classic discusses the principles, patterns, and techniques of philanthropic fund-raising.

Directory of Biomedical and Health Care Grants

Miner, Jeremy T. Miner, Lynn E. 15th ed. Phoenix, AZ : Oryx Press, 2001
Call Number: R 850 D598 2001
ID Number: 9807584
Subject(s): Medicine - Research grants Grantsmanship
REFERENCE
Provides as a resource to more than 3,000 funding programs concerned with human health and biomedicine.
Includes indexes.

Directory of Building and Equipment Grants

Eckstein, Richard M. 5th ed. Loxahatchee, FL : Research Grant Guides, 1999
Call Number: HG 4027.65 D598 1999
ID Number: 9807082
Subject(s): Grantsmanship
Includes index

Directory of Computer and High Technology Grants

Eckstein, Richard M. 4th ed. Loxahatchee, FL : Research Grant Guides, c1999
Call Number: HG 177.5 U6 D598 1999 FIC
ID Number: 9810069
Subject(s): Grantsmanship Fund-Raising
A directory of information necessary to begin your funding search and describes the step-by-step processes through which ideas become funded grants. Includes index

Directory of Dallas County Foundations

Herfurth, Sharon Fagg, Karen 4th ed. Dallas, TX : Grants Information Service, Dallas Public Library, c1984
Call Number: HV 97 AT4 D145d 1997
ID Number: 9801875
Subject(s): Texas Foundation funding REFERENCE
An updated directory on 421 private foundations located in Dallas County and the cities of McKinney and Plano. This directory will allow grantseekers an opportunity to research possible funding sources in the Dallas County area.

Directory of Financial AIDS for Women

Schlachter, Gail A. Santa Barbara, CA : Reference Service Press, 1995
Call Number: LB 2338 S338d 1995
ID Number: 9809177
Subject(s): Student aid - Directories Scholarships, fellowships, etc. Women
Includes index

Directory of Grants for Organizations Serving People with Disabilities

11th ed. Loxahatchee, FL : Research Grant Guides, c2000

Call Number: HV 1553 D598 2000 FIC

ID Number: 9807104

Subject(s): Grantsmanship Handicapped - Services

A directory of more than 700 foundations awarding grants to nonprofit organizations.

Directory of Operating Grants

Eckstein, Richard M. 5th ed. Loxahatchee, FL : Research Grant Guides, c2000

Call Number: HV 97 A3 D598 2000 FIC

ID Number: 9807083

Subject(s): Grantsmanship Proposal writing

Includes index

Directory of Program Grants

Eckstein, Richard M. 2nd ed. Loxahatchee, FL : Research Grant Guides, c2002

Call Number: HV 97 A3 D598p 2002 FIC

ID Number: 9810197

Subject(s): Grantsmanship Fund-raising

Assists fund-raisers seeking grants for program related purposes. Includes index

Directory of Tarrant County Grantmakers

Martchenke, Carolyn 7th ed. Fort Worth, TX : Funding Information Center, c1998

Call Number: HV 97 AT4 F444t 1998

ID Number: 9802826

Subject(s): REFERENCE Texas Foundation funding

Provides an overview of philanthropic activities of foundations and grantmaking organizations in Fort Worth and Tarrant County.

Directory of Texas Foundations

21st ed. San Antonio, TX : Nonprofit Resource Center of Texas, c2002

Call Number: HV 97 AT4 N812d 2002

ID Number: 9802825

Subject(s): Foundation funding REFERENCE Texas

Contains descriptive information on 2,335 of the 3,519 private and community foundations located in Texas. Includes a correction supplement.

Doing Planned Giving Better

Schoenhals, G. Roger. ed. 1st ed. Seattle, WA : Planned Giving Today, c1997

Call Number: HV 41.9 U5 S36d 1997

ID Number: 9802340

Subject(s): Nonprofit management Fund-raising

Provides practical ideas for the person working with an existing planned giving program. Program development and priorities are the focus.

The Drucker Foundation Self-Assessment Tool: Process Guide

Stern, Gary J. Rev. ed. New York : Drucker Foundation ; San Francisco : Jossey-Bass, c1999.

Call Number: HD 62.6 S745 1999

ID Number: 9805538

Subject(s): Nonprofit management

A guide to developing clear goals, refining the mission, field projects, programs, and developing a working plan of action in an organization. Includes bibliographical references and participant workbook.

Drug Prevention Curricula: A Guide to Selection and Implementation

1st ed. Washington, DC : Office of Educational Research and Improvement, U.S. Dept. of Education, c1988

Call Number: HV 5825 D794 1988

ID Number: 9806486

Subject(s): Substance abuse

A guide for educators to seek the best ways to teach about dangerous and addictive substances. This guide will deliver specific information about the areas of drug prevention as they are taught in the classroom.

Dynamic Fund Raising Projects

Arledge, Rick Friedman, David F. 1st ed. Chicago : Precept Press, c1992

Call Number: HG 177 A723d 1992

ID Number: 9801901

Subject(s): Fund-raising

Describes tested and reliable fund-raising ideas that are workable and profitable.

Effective Evaluation: A Systematic Approach for Grantseekers and Project Managers

Gershowitz, Michael V. 1st ed. Alexandria, VA : Capitol Publications, c1993

Call Number: H97 G381e 1993

ID Number: 9800086

Subject(s): Nonprofit management Evaluation - Program

Outlines four vital components of project evaluation, conceptual, managerial, technical and political aid. Shows how to combine them into a comprehensive system for evaluation management.

The Effective Grant Office: Streamlining Grants Development and Management

Ferguson, Jacqueline 1st ed. Alexandria, VA : Capitol Publications, c1994

Call Number: HG 176.7 F47 1994

ID Number: 9800234

Subject(s): Grantsmanship

Outlines ways your office can achieve the grants mission and ensure that your own grants efforts will run smoothly, generate ideas, have enthusiasm and achieve the success and growth your organization needs.

The Effective Nonprofit Board: Responsibilities & Recruitment

Zimmerman, Robert 1st ed. San Francisco, CA : Zimmerman-Lehman, c1998.

Call Number: HG 177 Z72e 1998

ID Number: 9805543

Subject(s): Fund-raising Nonprofit management

Provides a comprehensive look on how to develop a strategic plan, directors' and volunteers' role in fundraising, legal requirements, and more.

Ending The HIV Epidemic: Community Strategies in Disease Prevention and Health Promotion

Petrow, Steven 1st ed. Santa Cruz, CA : Network Publications, San Francisco AIDS Foundation, c1990

Call Number: RA 644 A25 E53 1990

ID Number: 9802820

Subject(s): HIV-AIDS

Designed for public health leaders, community organizers, policymakers, community-based agency directors and health educators the most accurate information about developing prevention strategies to reduce the spread of HIV in communities throughout this nation.

Ethics in Grantmaking & Grantseeking: Making Philanthropy Better

Josephson, Michael 1st ed. Marina del Rey, CA : Joseph & Edna Josephson Institute of Ethics, c1992

Call Number: HV 41 J83 1992

ID Number: 9801441

Subject(s): Fund-raising Corporate funding Grantsmanship

Examines the ethical problems created or faced by those committed to improving society through their philanthropic, nonprofit efforts.

Evaluating Comprehensive Community Change

Annie E. Casey Foundation Nov. 1998 ed. Baltimore, MD : The Annie E. Casey Foundation, c1998.

Call Number: HV 97 E92 1998

ID Number: 9805383

Subject(s): Evaluation - Program

A report on the research and evaluation of critical and comprehensive reform strategies of the Annie E. Casey Foundation.

Evaluation Essentials for Small Private Foundations

Castle, Alfred L. 1st ed. Washington, DC : Council on Foundations, c1991

Call Number: HV 97 A3 C37 1991

ID Number: 9802778

Subject(s): Corporate funding Foundation funding

This booklet is intended to help small foundations effectively evaluate grant proposals/requests and funded grant programs. Gives the basic tenets of effective evaluation.

An Evaluation Report on the Drug Alliance Program: Activities in Neighborhood-Based Illicit Drug Abuse Prevention

1st ed. Washington, DC : Action, Office of Policy Research and Evaluation, Program Analysis and Evaluation

Division, c1993

Call Number: HV 5825 E92 1993 FIC

ID Number: 9806549

Subject(s): Evaluation - Program Substance abuse

An evaluation of the Community and Neighborhood Drug Offensive (CAN-DO) initiative. Examines three general areas: 1) the nature and quality of the implementation of the initiative; 2) the effectiveness of CAN-DO in recruiting, retaining, and positively influencing volunteers; and 3) the impact of the initiative on the site neighborhoods in reducing drug abuse.

Evaluation with Power: A New Approach to Organizational Effectiveness, Empowerment, and Excellence

Gray, Sandra T. 1st ed. San Francisco : Jossey-Bass, c1998.

Call Number: HD 58.9 G724 1998

ID Number: 9806311

Subject(s): Nonprofit management Organizational effectiveness

Provides the support and guidance nonprofit professionals need to make evaluation part of their everyday work. Focuses on key organizational areas including program design, human resource management, information systems, volunteers, fund-raising, and more.

Everything You Wanted to Know About The NCI Grants Process But were Afraid to Ask

Buscher, Leo F. Rev. Apr. 1998 ed. Bethesda, MD : US Dept. of Health and Human Services, Public Health Service, National Institutes of Health, c1998

Call Number: QZ 206 B917 1998 FIC

ID Number: 9801218

Subject(s): Federal aid Grantsmanship

Gives a general description of how a grant is awarded and administered in the National Cancer Institute. It provides helpful resources and references.

The Executive's Guide to Successful Presentations

1st ed. Pitman, NJ : Communication Publications and Resources, c1989

Call Number: PN 4192 P976 1989

ID Number: 9801881

Subject(s): Communication

A guide to making presentations to any audience to sell or evaluate new ideas, products or services; to explain policies and actions; to train employees; and more.

Extent and Adequacy of Insurance Coverage for Substance Abuse Services: Institute of Medicine Report : Treating Drug Problems

Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, Alcohol, Drug Abuse, and Mental Health Administration, c1992

Call Number: WM 270 E96a 1992 FIC

ID Number: 9806525

Subject(s): Substance abuse Evaluation - Program

Studies the evolution, effectiveness, and financing of public and private drug treatment systems.

Federal Funding Opportunities Under the Clinton Administration: Special Report

Chang, Cian Hayes, Lisa L. Williams, Jeanne M. ed. 1st ed. Arlington, VA : Government Information Services, 1993

Call Number: HC 106.8 F43 1993

ID Number: 9800138

Subject(s): Federal aid

Provides an in-depth analysis of the Clinton administration's funding proposals that relate to federal grant programs, as they have been presented up to the publication date of the report.

Federal Funding to Fight AIDS: A Guide to Federal Grants to Battle the Epidemic

McAuliffe, Amy 1st ed. Arlington, VA : Government Information Services, c1992

Call Number: R 362.19697 M119f 1992

ID Number: 9802775

Subject(s): Federal aid HIV-AIDS

Examines the nearly \$2.0 billion in AIDS-related federal grant programs, as well as three major private foundation initiatives for AIDS. It provides detailed agency by agency descriptions, as of 1992, of priority funding areas and specific AIDS programs.

Financial and Accounting Guide for Not-for-Profit Organizations

Gross, Malvern J. 6th ed New York : Wiley, c2000

Call Number: HF 5686 N56 G76 2000

ID Number: 9800324

Subject(s): Nonprofit management

A comprehensive guide on the special problems encountered in nonprofit accounting. Topics include financial reporting and meeting federal and state reporting requirements. Annual supplements.

Financial and Accounting Guide for Not-for-Profit Organizations: 2001 Cumulative Supplement

Gross, Malvern J. 6th ed New York : Wiley, c2000

Call Number: HF 5686 N56 G76 2000

ID Number: 9801254

Subject(s): Nonprofit management

A comprehensive guide on the special problems encountered in nonprofit accounting. Annual supplements.

Financial and Strategic Management for Nonprofit Organizations

Bryce, Herrington J. 2nd ed. Englewood Cliffs, NJ : Prentice Hall, c1992

Call Number: HD 62.6 B78 1991

ID Number: 9800153

Subject(s): Nonprofit management Nonprofit organizations - Finance Strategic planning

Contains up-to-date guidelines on planning, budgeting and accounting, deferred giving, leadership, employee benefits, cost control, cash management, marketing, risk management and legal considerations.

Financial Planning for Nonprofit Organizations

Blazek, Jody 1st ed. New York : J. Wiley, c1996

Call Number: HG 4027.65 B55 1996

ID Number: 9800459

Subject(s): Nonprofit management

Provides practical, proven strategies to safeguard your nonprofit organizations financial future. Covers major functional issues in financial planning: administration, roles and responsibilities, budgeting, asset management, and internal controls.

Finding Funding: The Comprehensive Guide to Grant Writing

Barber M., Daniel 2nd ed. Long Beach, CA : Bond Street Publishers, c2002

Call Number: HG 177.5 U6 B234f 2002

ID Number: 9810070

Subject(s): Fund-raising Grantsmanship Proposal Writing

A resource on "How To" find funds from government, foundations and corporations. Updated with samples of successful proposals and how to use the internet to find funding sources and joint projects. Includes index

First Steps in Starting a Foundation

Edie, John A. 3rd ed. Washington, DC : Council on Foundations, c1987

Call Number: KF 740 Z9 E35 1993

ID Number: 9801876

Subject(s): Grantsmanship Foundation funding

A basic tool for understanding the many options and issues available to entities wishing to set up a foundation.

Five Most Important Questions You Will Ever Ask About Your Nonprofit Organization: Participant's Workbook

Drucker, Peter F. 1st ed. San Francisco : Jossey-Bass Publishers, c1993

Call Number: HD 62.6 D777 1993

ID Number: 9801206

Subject(s): Nonprofit management

Presents a process for organizational self-assessment, by addressing basic questions.

Fostering Volunteer Programs in the Public Sector: Planning, Initiating, and Managing Voluntary Activities

Brudney, Jeffrey L. 1st ed. San Francisco : Jossey-Bass, 1990

Call Number: HN 90 V64 B78 1990

ID Number: 9800908

Subject(s): Volunteerism

Shows how volunteer programs can enhance the quality and impact of government services. Three parts include: 1) understanding public sector volunteer programs - costs, benefits, and pitfalls; 2) building effective volunteer programs; and 3) promoting voluntary efforts.

The Foundation 1000

2002/2003 ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F7711 2002 FIC

ID Number: 9802893

Subject(s): REFERENCE Corporate funding
Foundation funding

Includes 1,000 foundation profiles in alphabetical sequence. Presents detailed subject, geographic, population group, recipient type, and type of support analyses.

The Foundation Center's Guide to Proposal Writing

Geever, Jane C. 3rd ed. New York : Foundation Center, c2001

Call Number: HG 177.5 U6 G298f 2001

ID Number: 9809607

Subject(s): Foundation funding Grantsmanship
Proposal writing

A book that includes information on pre-proposal planning tips, sample proposals, and grantmaker guidance. Includes bibliographical references.

The Foundation Center's User-friendly Guide: A Grantseeker's Guide to Resources

Morth, Margaret Collins, Sarah New York : The Foundation Center, c1996

Call Number: HV 41.2 F771 1996 FIC

ID Number: 9809609

Subject(s): Foundation funding Grantsmanship
Proposal writing

Includes bibliographical references

The Foundation Directory

24th ed. New York, NY: The Foundation Center, c2002

Call Number: HV 97 F771d 2002 FIC

ID Number: 9802887

Subject(s): REFERENCE Corporate funding
Foundation funding

Provides access to the funding interests of major foundations by subject area, geographic focus, and types of support.

The Foundation Directory Part 2

2002 ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771d 2002 FIC

ID Number: 9802888

Subject(s): REFERENCE Corporate funding
Foundation funding

This 2nd part to the Foundation Directory also provides access to the funding interests of major foundations by subject area, geographic focus, types of support, and the types of organizations that receive grants.

The Foundation Directory Supplement

2002 ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771d 2002 FIC

ID Number: 9802889

Subject(s): Foundation funding REFERENCE

Provides complete, revised entries for foundations that have reported substantial changes in personnel, name, address, program interests, limitations, application procedures or other areas by the midpoint of the yearly "Foundation Directory" cycle.

Foundation Fundamentals: A Guide for Grantseekers

Johnson, Pattie J. Morth, Margaret 6th ed. New York : The Foundation Center, 1999

Call Number: HV 41.9 U5 F771 1999

ID Number: 9807381

Subject(s): Grantsmanship Foundation funding
Includes bibliographical references.

Foundation Giving: Yearbook of Facts and Figures on Private, Corporate, and Community Foundations

8th ed. New York, NY : The Foundation Center, c1998

Call Number: HV 97 F771g 1998

ID Number: 9802890

Subject(s): REFERENCE Corporate funding
Foundation funding

Compares funding patterns retrospectively. It examines changes in levels of support by subject, grant purpose, recipient type, and population group.

Foundation Giving Trends: Update on Funding Priorities 2003 ed.

New York : Foundation Center, c2003

Call Number: HV 97 L423f 2003 FIC

ID Number: 9806747

Subject(s): Corporate funding Foundation funding
Includes bibliographical references.

The Foundation Grants Index - Quarterly

New York, NY : The Foundation Center, c2000

Call Number: HV 97 F771q 2000 FIC

ID Number: 9802884

Subject(s): REFERENCE Corporate funding
Foundation funding

A quarterly supplement to the "Foundation Grants Index 2000" directory providing a current awareness service designed to provide timely information on private independent, company-sponsored, and community foundation grants.

The Foundation Grants Index

29th ed. New York, NY : The Foundation Center, c2000

Call Number: HV 97 F771i 2001

ID Number: 9802822

Subject(s): REFERENCE Corporate funding
Foundation funding

Provides access to the funding interests of major foundations by subject area, geographic focus, types of support, and the types of organizations that receive grants. Includes quarterly index.

Foundation Grants to Individuals

12th ed. New York, NY : The Foundation Center, c2001

Call Number: HV 97 F771g 2001 FIC

ID Number: 9802885

Subject(s): Corporate funding Foundation funding
REFERENCE

The most comprehensive listing available of private U.S. foundations that provide financial assistance to individual.

Foundation Growth and Giving Estimates

Renz, Loren Lawrence, Steven New York, NY : The Foundation Center, c2001

Call Number: HV 97 A3 R424f 2001 FIC

ID Number: 9809837

Subject(s): Corporate funding Foundation funding
A listing of giving estimates based on figures reported by more than 1,800 large and mid-size foundations combined with year-end fiscal indicators.

Foundation Reporter

35th ed. Detroit, MI : Taft Group, c2003

Call Number: HV 97 T124r 2003 FIC

ID Number: 9801120

Subject(s): Corporate funding Foundation funding
REFERENCE

Provides detailed information on about 1,000 of the leading private foundations. Indexed.

Foundation Reporting: Update on Public Reporting Trends of Private and Community Foundations

New York : Foundation Center, c2002

Call Number: HV 85 L423f 2002 FIC

ID Number: 9808226

Subject(s): Corporate funding Endowments
Foundation funding

Foundation Staffing: Update on Staffing Trends of Private and Community Foundations

Atienza, Josefina 2002 ed. New York : The Foundation Center, c2002

Call Number: HD 62.6 L423f 2002 FIC

ID Number: 9808177

Subject(s): Nonprofit management

Includes bibliographical references.

Foundation Yearbook: Facts and Figures on Private and Community Foundations

Lawrence, Steven Gluck, Robin Ganguly, Dia 2002 ed. New York : Foundation Center, c2002

Call Number: HV 97 L423y 2002 FIC

ID Number: 9807305

Subject(s): Foundation funding Corporate funding
Includes bibliographical references.

From Idea to Funded Project: Grant Proposals That Work

Belcher, Jane C. Jacobsen, Julia M. 4th ed. Phoenix, AR : The Oryx Press, c1992

Call Number: LB 2336 B43 1992

ID Number: 9802620

Subject(s): Grantsmanship Proposal writing
Discusses how institutions, and the individuals who make up those institutions, create and develop ideas. It ensures the continuous involvement of all individuals who will be affected by the idea or who can influence its development, and provides a continuous, step-by-step evaluative process.

The Fund Raiser's Guide to Successful Campaigns

Bayley, Ted D. 1st ed. New York : McGraw-Hill, c1988

Call Number: HV 41.9 U5 B39 1988

ID Number: 9800901

Subject(s): Fund-raising
Covers fundraising campaigns from planning to implementation. Shows how to understand who gives money away and why; make a personal solicitation; organize to raise money; use the 10 principals for successful fund raising; raise money through special events; solicit a corporation or foundation; understand the crucial issues of the annual campaign, etc.

The Fund Raiser's Guide to the Internet

Johnston, Michael W. New York : Wiley, 1999

Call Number: HV 41.2 J73f 1999 FIC

ID Number: 9807432

Subject(s): Fund-raising

A practical, non-technical guide to fundraising on the Internet. It offers basics of writing on the electronic table and how to perfect a Web site that turns a site visitor into a committed donor. Includes bibliographical references and index.

Funders' Guide Manual: A Guide to Prevention Programs in Human Services-Focus on Children and Adolescents

Mueller, Daniel P. Higgins, Paul S. 1st ed. Saint Paul, MN : Amherst H. Wilder Foundation, Prevention Planning Project, c1988

Call Number: HV 741 M78 1988

ID Number: 9802677

Subject(s): Social services Substance abuse Youth
Focuses primarily on prevention approaches to problems of disadvantaged children and families primarily child abuse and neglect, poor school performance and school failure, teenage pregnancy, and teenage substance abuse.

Fund-raising and the Nonprofit Board Member

Howe, Fisher 2nd ed. Washington, DC : National Center for Nonprofit Boards, c1999

Call Number: HV 41 H847f 1999 FIC

ID Number: 9801352

Subject(s): Fund-raising Nonprofit management
Recognizes & discusses five key principles of fund raising for all board members.

Fund-raising Cost Effectiveness

Greenfield, James M., ed. 1st ed. New York : Wiley, c1996

Call Number: HG 177 G75 1996

ID Number: 9800483

Subject(s): Fund-raising

Provides information on determining the best fund-raising methods for your organization and evaluating their effectiveness.

Fundraising for Dummies

Mutz, John Murray, Katherine New York : Hungry Minds, c2000

Call Number: HG 177 M993 2000 FIC

ID Number: 9809677

Subject(s): Fund-raising

A reference guide to simple, straightforward and helpful information in fundraising. Includes index.

Fundraising for Non-profit Groups

Young, Joyce 3rd ed. Vancouver, BC : International Self-Counsel Press, c1989

Call Number: HV 41 Y68 1989

ID Number: 9801132

Subject(s): Fund-raising

Provides a step-by-step process for nonprofit groups that need to raise between \$100,000 and \$5 million a year.

The Fund-raising Handbook

Krit, Robert L. 1st ed. Dubuque, IA : Kendall/Hunt Pub. Co, c1993

Call Number: HG 177 K75 1993

ID Number: 9800486

Subject(s): Fund-raising

A resource of comprehensive guidelines for the planning, preparation, and implementation of fund-raising operations of any size.

Fund-raising Letter Collection

Sheppard, William E. 1st ed. Ambler, PA : Fund-Raising Institute, c1988

Call Number: HG 177 S549 1988

ID Number: 9801366

Subject(s): Fund-raising

Illustrates sample letters used by fund-raising organizations and other great information on fund-raising strategies.

Fundraising on the Internet: How to Use the Internet to Raise Funds and Sharpen Your Fundraising Skills

Grant, Gary B. Grobman, Gary M. Roller, Steve Saint Paul, MN: Amherst H. Wilder Foundation, c1999

Call Number: HV 41.2 G761w 1999 FIC

ID Number: 9807033

Subject(s): Fund-raising

Provides as a quick road map to using the internet as a new fundraising channel also includes internet addresses and reviews of 77 sites, showing where to get information on all kinds of fundraising.

Fundraising on the Internet: Recruiting and Renewing Donors Online

Warwick, Mal 1st ed. Berkeley, CA : Strathmoor Press, Inc., c1996.

Call Number: HV 41.2 F87 1996

ID Number: 9803615

Subject(s): Fund-raising

Provides information on acquiring new donors through electronic communications increasing donor loyalty, boosting contributions, and reaching younger donors.

Gaining More Planned Gifts

Schoenhals, G. Roger. ed. 1st ed. Seattle, WA : Planned Giving Today, c1997

Call Number: HV 41.9 U5 S36g 1997

ID Number: 9802343

Subject(s): Fund-raising Nonprofit management

A booklet on focus groups, target marketing, visitation techniques, seminar planning, donor cultivation and solicitation of planned gifts for nonprofit organizations.

Games for Fundraising

Czuckrey, William N. 1st ed. Sarasota FL : Pineapple Press, c1995

Call Number: GV 1201 C98 1995

ID Number: 9800082

Subject(s): Fund-raising

Gives ideas on how to construct and play hundreds of games to raise funds for your organization.

Getting Funded: A Complete Guide to Proposal Writing

Hall, Mary S. 3rd ed. Portland : Continuing Education Publications, c1988

Call Number: LB 2825 H223 1988 c.1

ID Number: 9800060

Subject(s): Grantsmanship Proposal writing

A book on the do's and don'ts of proposal writing.

Getting Funded: A Complete Guide to Proposal Writing

Hall, Mary S. 3rd ed. Portland : Continuing Education Publications, c1988.

Call Number: LB 2825 H223 1988 c.2

ID Number: 9801374

Subject(s): Grantsmanship Proposal writing

A book on the do's and don'ts of proposal writing.

Getting Going in Planned Giving

Schoenhals, G. Roger. ed. 1st ed. Seattle, WA : Planned Giving Today, c1997

Call Number: HV 41.9 U5 G48 1997

ID Number: 9800208

Subject(s): Fund-raising Nonprofit management

Contains 33 articles published between 1993 and 1996.

Veteran gift planners discuss planned giving and outline specific steps for starting a new program.

Getting to Yes in Fund Raising

Stallings, Betty 1st ed. Downers Grove, IL : Heritage Arts, c1991

Call Number: HG 177 S775g 1991

ID Number: 9801900

Subject(s): Fund-raising

A book on fund-raising that is practical, effective, and easy to read. It covers philosophy and fact, theory and "how-to."

Global Demographics: Fund Raising for a New World

Nichols, Judith E. 1st ed. Chicago : Bonus Books, c1995

Call Number: HV 41.2 N529 1995

ID Number: 9800898

Subject(s): Fund-raising

Introduces all fund raisers to the basics of audience segmentation and concentrates on providing information on who current donors are and who the best prospects might be for funding.

Glossary of Misused Words & Phrases

Grazian, Frank 1st ed. Blackwood, NJ :

Communication Publications & Resources, c1989

Call Number: PE 1460 G56 1989

ID Number: 9802005

Subject(s): English language - Errors of usage Communication

Offers preferred usage alternatives for precise and proper written and spoken communication.

Grant Funding for Elderly Health Services

Kastel, Jodi L. Brown, Rebecca Gonzalez, Bridget 3rd ed. Manasquan, NJ : Health Resources Publishing, c1999

Call Number: HV 1461 G761 1999 FIC

ID Number: 9807128

Subject(s): Grantsmanship Aging - Research grants Includes index.

Grant Seeker's Budget Toolkit

Quick, James Aaron New, Cheryl Carter New York : John Wiley, c2001

Call Number: HG 177 Q6 2001 FIC

ID Number: 9809608

Subject(s): Grantsmanship Proposal writing

Includes index. System requirements: IBM PC or compatible running Windows 95 or later and MS Word for Windows version 7.0 with converter

Grant Winner's Toolkit: Project Management and Evaluation

Quick, James Aaron New York : John Wiley, c2000

Call Number: HV 41.2 Q6 2000 FIC

ID Number: 9809670

Subject(s): Evaluation - Program Grantsmanship Project management

A book on how to organize and manage a grantseeking initiative, write comprehensive action plans, develop realistic budgets, implement and maintain a policy of continual program improvement, winning project strategies and much more. Includes index.

Grant Writing: Strategies for Developing Winning Proposals

Miller, Patrick W. Munster, IN : Patrick W. Miller and Associates, c2000

Call Number: HG 177.5 U6 M649g

ID Number: 9809604

Subject(s): Proposal writing Grantsmanship Includes bibliographical references.

Grant Writing Basics

Morrell, Jessica Page Salem, OR : Energeia Publishing, c1996

Call Number: HG 177 M873g 1996 FIC

ID Number: 9807037

Subject(s): Proposal writing Grantsmanship

A brief summary of procedures to grant writing.

Grant Writing for Dummies

Browning, Beverly A. New York : Hungry Minds, c2001

Call Number: HG 177.5 U6 B885g 2001 FIC

ID Number: 9809678, 9810059

Subject(s): Grantsmanship Proposal writing

A reference guide to step-by-step research, application forms, etc in writing grant proposals. Includes index.

Grant Writing for Health Professionals

Sultz, Harry A. Sherwin, Frances S. 1st ed. Boston : Little, Brown, c1981

Call Number: R 853 P75 S9 1981

ID Number: 9801208

Subject(s): Grantsmanship Proposal writing

Provides step-by-step sequences of support, negotiation of various kinds of funding mechanisms, and the methodologies and procedures used in different types of studies and projects.

Grant Writing Seminar

Jan. 1992 ed. Austin, TX : The State of Texas, Office of State-Federal Relations, c1992

Call Number: HG 177 G763 1992

ID Number: 9806512

Subject(s): Federal aid Grantsmanship Texas

Designed to assist grantseekers in Texas to locate necessary information and resources, and to offer suggestions on effective grant writing, and to expand grant network.

Grant\$ for Children and Youth

New York : The Foundation Center, c2000

Call Number: HV 741 G764 2000 FIC

ID Number: 9809652

Subject(s): Grantsmanship Foundation funding Youth

Includes index.

Grant\$ for Hospitals, Medical Care and Medical Research

New York : The Foundation Center, c2000

Call Number: R 850 G764 2000 FIC

ID Number: 9809653

Subject(s): Grantsmanship Foundation funding Hospitals - Grants

Includes index.

Grant\$ for Public Health and Diseases

New York : The Foundation Center, c2000

Call Number: WA 22.1 G764 2000 FIC

ID Number: 9809650

Subject(s): Grantsmanship Foundation funding

Includes index.

Grant\$ for the Aging

New York : The Foundation Center, c2000

Call Number: HV 1461 G764 2000 FIC

ID Number: 9809654

Subject(s): Grantsmanship Aging - Research grants Foundation funding

Includes index.

Grantmakers Directory: A Resource for Social Change Funders & Grantseekers

Trombley, Nicole San Diego, CA : National Network of Grantmakers, c2001

Call Number: HV 41 T849g 2001 FIC

ID Number: 9808462

Subject(s): Grantsmanship Foundation funding

A detailed, comprehensive and indexed guide to social change philanthropy. Includes index.

The Grants Management Kit

Ferguson, Jacqueline 1st ed. Alexandria, VA : Capitol Publications, Inc., c1993

Call Number: HG 177 F475 1993

ID Number: 9802801

Subject(s): Grantsmanship Nonprofit management

A notebook designed to alleviate the burdens of administering multiple grants. Includes forms, templates, checklists, and outlines for each stage of the process to help keep busy grants managers organized. Contents include: grant awards and conditions, project administration, institutional rules, and grant reporting.

Grants Proposals That Succeeded

White, Virginia 1st ed. New York : Plenum Press, c1983

Call Number: HG 177 G69 1982

ID Number: 9800478

Subject(s): Corporate funding Federal Aid

Foundation funding Grantsmanship Proposal writing

Provides samples of grant applications that resulted in funding for the applicant. Covers three research proposals including one to the National Institutes of Health, three training grant requests, three art applications, one humanities proposal with a supplement outlining the grant-making process, and one response to a request for a proposal. Also includes additional chapters on federal contracts and approaching foundations and corporations.

The Grantseeker's Answerbook : Fundraising Experts Respond to the Most Commonly Asked Questions

Ferguson, Jacqueline Gershowitz, Michael V. Drake-Major, Laurel 2nd ed. Alexandria, VA : Capitol Publications, Inc., c1999

Call Number: HG 177 F345g 1999

ID Number: 9801878

Subject(s): Fund-raising Grantsmanship Proposal writing

Provides answers to more than 100 of the most vexing questions that today's grantwrtrier can face.

The Grantseeker's Guide to Project Evaluation

Ferguson, Jacqueline 1st ed. Alexandria VA : Capitol Publications, c1992

Call Number: HG 177 G715 1992

ID Number: 9800098

Subject(s): Evaluation - Program

Guide will help develop a professional evaluation plan for a proposal; understand the evaluation plan someone else has done so you can describe it in your proposal; and convince a funder that you can prove you got results with their money.

Grantseeker's Guidebook Tips, Trends and Resources for Winning and Managing Federal Funds

Moore, Pam 1st ed. Alexandria, VA : Capitol Publications, Inc. (Aspen Publishers), c1989

Call Number: HJ 275 M821 1989

ID Number: 9801877

Subject(s): Federal aid Grantsmanship

A guidebook on winning and managing federal funds.

The Grantseeker's Handbook of Essential Internet Sites

Mudd, Mollie 4th ed. Gaithersburg, MD : Aspen Publishers, Inc., c2000

Call Number: HG 177 R369 2000 FIC

ID Number: 9806454

Subject(s): Grantsmanship Corporate funding

Foundation funding

A resource to 500 Internet Sites. Each description includes the resources address and log-in or subscription instructions, where applicable.

Grantseeker's Toolkit: A Comprehensive Guide to Finding Funding

New, Cheryl Carter Quick, James Aaron 1st ed. New York : John Wiley & Sons, Inc., c1998.

Call Number: HV 41.2 N48 1998

ID Number: 9803618

Subject(s): Grantsmanship

A guide for all grantseekers needing advice and direction in the grant proposal development process. Includes diskette.

Grantseeking : A Step-by-Step Approach

Zimmerman, Robert 1st ed. San Francisco, CA : Zimmerman-Lehman, c1998.

Call Number: HG 177 Z72 1998

ID Number: 9805380

Subject(s): Grantsmanship

Provides a comprehensive look at funding research, proposal writing, and follow-up. Topics include budgets, online research, the letter of intent and more.

Grantsmanship and Fund Raising

Lauffer, Armand 1st ed. Beverly Hills : Sage Publications, c1984

Call Number: HG 177 L375 1984

ID Number: 9800489

Subject(s): Proposal writing Fund-raising Grantsmanship

Provides guidelines on grantsmanship, general fund raising, program design, resource development, and inter-relationships in human service organizations.

The Grantsmanship Book

1st ed. Los Angeles, CA : The Grantsmanship Center, c1988

Call Number: HG 177 G761 1988

ID Number: 9802768

Subject(s): Proposal writing Grantsmanship

This notebook guides you through the process of grantwriting. Includes: program planning and proposal writing, asking for money, using the "Catalog of Federal Domestic Assistance", and researching foundations.

Guide to Federal Funding for Governments & Nonprofits

1st ed. Washington, DC : Government Information Services, c1996

Call Number: HJ 275 F4 1998

ID Number: 9802420

Subject(s): Federal Aid Nonprofit management

REFERENCE

Designed to help you find federal funding for your programs and projects. Provides detailed descriptions of more than 750 federal programs that offer financial and related assistance to state and local agencies and nonprofit organizations of all types. (2 volumes)

Guide to Funding Databases & Resources On-line

Reed, Patricia H. 1st ed. Arlington, VA : Government Information Services, c1995.

Call Number: TK 5105.875 I57 R4 1995

ID Number: 9806310

Subject(s): Internet Grantsmanship

Information on funding opportunities that are available through the Internet. Written for readers at all levels of computer skills. Highlights primary federal databases and federal resources that can help grantseekers.

Guide to Grantseeking on the Web

2001 ed. New York, NY : The Foundation Center, c2001

Call Number: HV 41.2 F68 2001 FIC

ID Number: 9806452

Subject(s): Grantsmanship Corporate funding Foundation funding

Provides both novice and experienced web users with a gateway to the numerous online resource available to grantseekers on topics which include: abstracts of hundreds of foundation web sites, corporate grantmaking information, and profiles of searchable databases.

Guide to Private-Sector Grantseeking

Ratzlaff, Leslie Alexandria, VA : Capitol Publications, Inc., c1992

Call Number: HG 177 1992

ID Number: 9806523

Subject(s): HIV-AIDS Grantsmanship Proposal writing

A step-by-step guide to the process of identifying potential funding sources, researching, preparing and submitting a proposal, and managing a private-sector grant.

The Guide to Resources on Women and AIDS

1st ed. Washington, DC : Center for Woman Policy Studies, c1990

Call Number: RA 644 A25 1990

ID Number: 9806457

Subject(s): HIV-AIDS Women

Provides information of the bias of AIDS and it's research, current study and how it has affected women.

Guide to Selected HIV Services and Materials for Women

May 1996 ed. Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Services, c1996

Call Number: WC 22 AA1 1996

ID Number: 9806522

Subject(s): HIV-AIDS Women

Includes information from the Clearinghouse databases on such topics as prevention, treatment, education, and support services.

Guide to U.S. Foundations, their Trustees, Officers, and Donors, Volume 1 - The Foundations

10th ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771u 2002 FIC

ID Number: 9802896

Subject(s): REFERENCE Corporate funding Foundation funding

Provides basic description and current fiscal data for the nation's largest foundations as well as smaller, local funders, and newly established grantmakers. (3 vol.)

Guide to U.S. Foundations, their Trustees, Officers, and Donors, Volume 2 - The Foundations

10th ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771u 2002 FIC

ID Number: 9802897

Subject(s): REFERENCE Corporate funding Foundation funding

Provides basic description and current fiscal data for the nation's largest foundations as well as smaller, local funders and newly established grantmakers. (3 vol.)

Guide to U.S. Foundations, their Trustees, Officers, and Donors, Volume 3 - The Indexes

10th ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771u 2002 FIC

ID Number: 9809886

Subject(s): REFERENCE Corporate funding Foundation funding

Provides three indexes (1. Index to trustees, officers, and donors; 2. Foundation name index and locator and 3. Community foundation name index and locator) to the descriptive entries to assist grantseekers and others. (3 vol.)

Guidebook for Directors of Nonprofit Corporations

Overton, George W. 1st ed. Chicago, IL : American Bar Association, c1993

Call Number: KF 1388.7 Z9 G85 1993

ID Number: 9802672

Subject(s): Nonprofit management

A guidebook to assist directors of nonprofit corporations perform their duties. It provides a description of general legal principles as they apply to nonprofit corporations and offers useful suggestions and procedures for both the individual director and the corporation served.

Guidelines for the Screening of Persons Working with Children, the Elderly, and Individuals with Disabilities in Need of Support

1st ed. Washington, DC : U.S. Dept. of Justice, Office of Juvenile Justice and Delinquency Prevention, c1998

Call Number: HF 5549.5 S38 G946 1998

ID Number: 9801880

Subject(s): Social services

Guidelines to help reduce the incidence of abuse by care providers.

Handbook for Writing Proposals

Hamper, Robert J. Baugh, L. Sue 1st ed. Chicago, IL : NTC Publishing Group, c1995

Call Number: HF 5718.5 H2844 1995

ID Number: 9806483

Subject(s): Grantsmanship Proposal writing

A guide to establishing a winning proposal even for the first-time proposal writer. Explains the process from which jobs to target and which to pass up, setting up a strong proposal team, and evaluating potential projects.

Handbook of Practical Program Evaluation

Wholey, Joseph S., ed. Hatry, Harry P. Newcomer, Kathryn E., ed. 1st ed. San Francisco : Jossey-Bass, c1994

Call Number: H97 H358 1994

ID Number: 9800084

Subject(s): Evaluation - Program Nonprofit management

A hands-on manual to aid in decision-making on budget alternatives, developing new legislative proposals, improving the performance of public and nonprofit organizations, and enhancing the overall management of public funds.

Handling Problem Volunteers

Vineyard, Sue McCurley, Steve 1st ed. Downers Grove, IL : Heritage Arts Publishing, c1998.

Call Number: HF 5549.5 H236 V766

ID Number: 9805233

Subject(s): Volunteerism

Recommends steps for dealing with various problems such as; a little annoying, seriously disruptive, or the dangerously dysfunctional volunteer. Provides sample volunteer policies and a bibliography.

Health Funding Options for Rural Communities

Walker, Mary 1st ed. Austin, TX : Health Care Options for Rural Communities, c1993

Call Number: RA 771.6 W182 1993

ID Number: 9801412

Subject(s): Federal Aid Rural Texas

A guide to potential sources of health funding for communities and organizations in rural Texas.

The Health Funds Grants Resources Yearbook

9th ed. Manasquan, NJ : Health Resources Publishing, c2001

Call Number: R 336.185 H349 2001 FIC

ID Number: 9802679

Subject(s): Grantsmanship

A guide to help shed the light on the grant process. It provides a baseline of information that you can use for building the case for support for your projects.

HIV/AIDS Funding Resource Guide

1st ed. Rockville, MD : CDC National AIDS Clearinghouse, c1995

Call Number: HV 97 H676 1995

ID Number: 9806493

Subject(s): Corporate funding Federal Aid Foundation funding HIV-AIDS

A guide on searching funds for HIV/AIDS-related projects. Includes contact information for selected private and Federal funding sources.

The HIV/AIDS Housing Handbook : Federal Resources Available to Meet the Housing Needs of People with HIV/AIDS

Berg, Jeffrey C. Washington, DC : AIDS National Interfaith Network, 1993

Call Number: WC 22 AA1 B493h 1993

ID Number: 9807197

Subject(s): AIDS (Disease) - Directories Federal Aid Housing policy HIV-AIDS

How Foundations Work: What Grantseekers Need to Know about the Many Faces of Foundations

McInay, Dennis P. 1st ed. San Francisco, CA : Jossey-Bass, Inc., c1998.

Call Number: HV 41.9 U5 M35 1998

ID Number: 9805544

Subject(s): Foundation funding

Provides a thorough understanding of what makes foundations work and how this affects their interactions with nonprofits.

How Good is Your Drug Abuse Treatment Program? A Guide to Evaluation

1st ed. Rockville, MD : US Dept. of Health and Human Services, Public Health Service, National Institutes of

Health, National Institute on Drug Abuse, Office of Science Policy, Education, and Legislation, Community and Professional Education Branch, c1993

Call Number: RC 439 N271 1993

ID Number: 9801419

Subject(s): Evaluation - Program Substance abuse

Developed to help program administrators to design and conduct program evaluations that are systematic, objective and unbiased. The guide is designed to assist the inexperienced in conducting the evaluation and is not geared to those with more extensive backgrounds in evaluation. Includes: Overview and Case Study (no. 93-3608) - A Guide to Evaluation (no. 93-3609) - Resource Manual (no. 93-3610).

How Good is Your Drug Abuse Treatment Program? A Overview and Case Study

1st ed. Rockville, MD : US Dept. of Health and Human Services, Public Health Service, National Institutes of Health, National Institute on Drug Abuse, Office of Science Policy, Education, and Legislation, Community and Professional Education Branch, c1993

Call Number: RC 439 N271 1993

ID Number: 9801410

Subject(s): Evaluation - Program Substance abuse

Developed to help program administrators to design and conduct program evaluations that are systematic, objective and unbiased. Includes: Overview and Case Study (no. 93-3608) - A Guide to Evaluation (no. 93-3609) - Resource Manual (no. 93-3610).

How Good is Your Drug Abuse Treatment Program? A Resource Manual

1st ed. Rockville, MD : US Dept. of Health and Human Services, Public Health Service, National Institutes of Health, National Institute on Drug Abuse, Office of Science Policy, Education, and Legislation, Community and Professional Education Branch, c1993

Call Number: RC 439 N271 1993

ID Number: 9801418

Subject(s): Evaluation - Program Substance abuse

Developed to help program administrators to design and conduct program evaluations that are systematic,

objective and unbiased. The guide is designed to assist the inexperienced in conducting the evaluation and is not geared to those with more extensive backgrounds in evaluation. Includes: Overview and Case Study (no. 93-3608) - A Guide to Evaluation (no. 93-3609) - Resource Manual (no. 93-3610).

How Good is Your Drug Abuse Treatment Program? Looseleaf Worksheets and Agendas

Supp. to vol. 2 Rockville, MD : US Dept. of Health and Human Services, Public Health Service, National Institutes of Health, National Institute on Drug Abuse, Office of Science Policy, Education, and Legislation, Community and Professional Education Branch, c1993

Call Number: RC 439 N271 1993

ID Number: 9801420

Subject(s): Evaluation - Program Substance abuse

A supplement to How Good is Your Drug Treatment Program? A Guide to Evaluation. This notebook consists of worksheets and agendas to assist meeting your mission. Includes: Overview and Case Study (no. 93-3608) - A Guide to Evaluation (no. 93-3609) - Resource Manual (no. 93-3610).

How the Federal Government Dispenses Money, Grants and Federal Aid

1st ed. Arlington, VA : Government Information Services, c1990

Call Number: HJ 275 H847 1990

ID Number: 9806501

Subject(s): Federal aid

A report to inform state and local governments, educational agencies and nonprofit organizations of how the federal funds are dispensed.

How to Become a Grant Writing Consultant : A Start-up Guide for Your Home-based Business

Browning, Beverly A. Chandler, AZ : Bev Browning & Associates, c2001

Call Number: HG 177.5 U6 B885h 2001

ID Number: 9809673

Subject(s): Proposal writing Grantsmanship

A guide to the grant writing field. Learn the trade, the must haves for your home office, getting clients, choosing projects, and much more.

How to Create and Use Solid Gold Fund-raising Letters

Cone, Arthur L. 1st ed. Ambler, PA : Fund-Raising Institute, c1987

Call Number: HV 41.9 U5 C66 1987

ID Number: 9800902

Subject(s): Communication Fund-raising

The focus on this book is on writing letters: what to consider before writing and writing style.

How to Deal with People on the Job: The Best Ideas in Person-to-Person Communication

Fulginiti, Tony McCallum, Brian Lockbaum, Marie 1st ed. Alexandria, VA : Communication Publications and Resources, c1994

Call Number: HD 30.3 F962 1994

ID Number: 9801417

Subject(s): Communication

Offers practical ideas and tactics to help you and your co-workers communicate for results, get along and get more done. Designed to help you evaluate your own communication style, and to help you improve the way you handle diverse personalities in the workplace.

How to Form a Nonprofit Corporation

Mancuso, Anthony 4th ed. Berkeley, CA : Nolo Press, Inc., c2000

Call Number: KF 1388 Z9 M36 2000

ID Number: 9802673

Subject(s): Nonprofit management

Provides instructions and completed sample clauses for preparing Articles of Incorporation, ready-to-use bylaws for membership and nonmembership nonprofits and ready-to-use minutes for the organizational meeting. Includes CD-ROM.

How to Get Results with Business Writing

1st ed. Blackwood, NJ : Communication briefings, c1992

Call Number: HF 5718 H687 1992

ID Number: 9800235

Subject(s): Communication

Solid information that will help you write letters to raise money, acquire members and secure commitments. You will also find advice on how to write and respond to inquiry letters and how to respond successfully to customer complaints.

The How to Grants Manual: Successful Grantseeking Techniques for Obtaining Public and Private Grants

Bauer, David G. 4th ed. Phoenix : American Council on Education and The Oryx Press, c1995

Call Number: HG 177 B38 1999

ID Number: 9800054

Subject(s): Corporate funding Federal Aid Foundation funding Grantsmanship

A manual of step-by-step techniques for improving the chances of winning government, corporate, and foundation grants. Includes bibliographical references and index.

How to Manage Conflicts of Interest: A Guide for Nonprofit Boards

Kurtz, Daniel L. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1995

Call Number: HD 62.6 K95 1995

ID Number: 9801444

Subject(s): Nonprofit management

This booklet identifies and explores the meaning of conflict of interest and explains the legal context of the term. Also gives examples of problems and ways to solve them.

How to Raise More Money for Your Healthcare Organization

Kerber, Beth-Ann Jenkins, Melanie A. Daber, Donna M. 1st ed. Wall Township, NJ : Health Resources Publishing, c1996

Call Number: HV 41 K39 1996

ID Number: 9801439

Subject(s): Fund-raising

A notebook full of information from professionals who have produced superior results for their organizations, hospitals, home health agencies, etc.

How to Unlock the Power of Teamwork

1st ed. Alexandria, VA : Communication Publications and Resources, c1994

Call Number: HD 66 H847 1994

ID Number: 9802798

Subject(s): Communication Nonprofit management

A booklet that provides teamwork concepts to boost the productivity and ideas on successful managers to boost the morale of their workers.

How to Write an Effective Grant Proposal

1st ed. Washington, DC : The National Association of People with AIDS, c1990

Call Number: HV 41 H847 1990

ID Number: 9801121

Subject(s): HIV-AIDS Proposal writing

Provides a step-by-step guide for developing an effective grant proposal.

How to Write Powerful Fund Raising Letters

Lewis, Herschell Gordon 1st ed. Chicago : Pluribus Press, c1989

Call Number: HG 177 L48 1989

ID Number: 9800452

Subject(s): Communication Fund-raising

A great learning tool for writing fund raising letters. Includes sample letters.

How to Write Successful Corporate Appeals--with Full Examples

Sinclair, James P. 1st ed. Rockville : Taft Group, c1982

Call Number: HF 5718.3 S554 1982

ID Number: 9800237

Subject(s): Corporate funding Proposal writing

Provides examples of grant-writing letters and proposals, plus pointers and tips to make proposal writing easier, clearer, and more successful.

How to Write Successful Fundraising Letters: Sample Letters, Styletips, Useful Hints, Real-World Examples

Warwick, Mal San Francisco : Jossey-Bass, c2001

Call Number: HV 41.2 W311h 2001

ID Number: 9809672

Subject(s): Fund-raising Letter writing

A guide to the techniques and approaches to ideas and examples that will assist in writing fundraising letters. Includes bibliographical references and index,

I'll Grant You That: A Step-by-Step Guide to Finding Funds, Designing Winning Projects, Writing Powerful Grant Proposals

Burke, Jim Prater, Carol Ann Portsmouth, NH : Heinemann, c2000

Call Number: HG 177 B959i 2000 FIC

ID Number: 9809610

Subject(s): Proposal writing Fund-raising Grantsmanship

This book provides all you need to know on where the grant makers are, what they are looking for and how to produce it. Presents a complete course on obtaining grants. Includes bibliographical references and index.

Improving Health Programs for Low-Income Youths

Johnson, Kay Yang, Alice 1st ed. Washington, DC : Children's Defense Fund, c1990

Call Number: HQ 759.64 A27 1990

ID Number: 9802809

Subject(s): Social services Youth

A report for public health program administrators and community leaders to focus on the legislative changes and their relationship to professional standards of practice for low-income youths.

Innovative Compensation Practices in the Nonprofit Sector

1st ed. Denver, CO : Applied Research and Development Institute International, c1995

Call Number: HD 5119 N65 I56

ID Number: 9800333

Subject(s): Nonprofit management

Provides information to improve the management and leadership of nonprofit organizations by making existing resources accessible and creating new resources through applied research and development.

An Insider's Guide to Writing Proposals for Federal Dollars

1st ed. Arlington, VA : Government Information Services, c1994

Call Number: HG 177.5 U6 I57 1997

ID Number: 9800455

Subject(s): Proposal writing Federal Aid

Describes the government funder's perspective and gives insight to writing proposals.

It's a Great Day to Fund-raise

Poderis, Tony 1st ed. Cleveland, OH : FundAmerica Press, c1996

Call Number: HG 177.5 U6 P63 1996

ID Number: 9806426

Subject(s): Fund-raising Nonprofit management

Provides step-by-step information on how to develop a realistic campaign goal that balances need against resources; articulate a compelling case for support; and produce an effective solicitation kit.

Joint Ventures Involving Tax-Exempt Organizations

Sanders, Michael I. 2nd ed. New York, NY : John Wiley & Sons, Inc., c2000

Call Number: KF 1388 S26 2000

ID Number: 9802675

Subject(s): Nonprofit management

A book on the liability of, and consequences to exempt organizations participating directly and indirectly in joint ventures with taxable and exempt entities.

Includes supplement.

Joint Ventures Involving Tax-Exempt Organizations - Supplement

Sanders, Michael I. 2nd ed. New York, NY : John Wiley & Sons, Inc., c2002

Call Number: KF 1388 S26 2002 FIC

ID Number: 9802882

Subject(s): Nonprofit management

A supplement on the liability of, and consequences to exempt organizations participating directly and indirectly in joint ventures with taxable and exempt entities.

The Jossey-Bass Handbook of Nonprofit Leadership and Management

Herman, Robert D. 1st ed. San Francisco : Jossey-Bass, c1994

Call Number: HD 62.6 H35 1994

ID Number: 9800213

Subject(s): Nonprofit management

Presents detailed information on the critical areas of developing and managing financial and risk management techniques.

Lady Bountiful Revisited: Women, Philanthropy, and Power

McCarthy, Kathleen D. 1st ed. New Brunswick : Rutgers University Press, c1990

Call Number: HV 40.42 L33 1990

ID Number: 9800914

Subject(s): Social services Volunteerism Women

Essays examine the theoretical issues, international comparisons, and impact of ethnicity and class in shaping women's responses to emerging opportunities and needs.

The Law of Tax-Exempt Organizations

Hopkins, Bruce R. 7th ed. New York, NY : John Wiley & Sons, Inc., c1998

Call Number: KF 6449 H6 1998

ID Number: 9802671

Subject(s): Nonprofit management

Provides a summary of the law of tax-exempt organizations; and presents the field in its entirety. An annual supplement is included.

The Law of Tax-Exempt Organizations - Cumulative Supplement

Hopkins, Bruce R. 7th ed. New York, NY : John Wiley & Sons, Inc., c2001

Call Number: KF 6449 H6 2001 supp.

ID Number: 9802622

Subject(s): Nonprofit management

A cumulative supplement that summarizes the development in the law of tax-exempt organizations that transpired throughout 1992-2001.

Legal and Fiscal Responsibilities for Nonprofit Board of Directors

1st ed. Austin, TX : Texas Department of Health, c1998

Call Number: HD 62.6 T355 1998

ID Number: 9802760

Subject(s): Nonprofit management

Videotape and the accompanying guide identify board members' key legal and financial responsibilities as Texas Dept. of Health (TDH) contractors. Provides information on how to effectively fulfill their board responsibilities relative to their relationship with TDH. Includes guide.

The Legal Answer Book for Nonprofit Organizations

Hopkins, Bruce R. 1st ed. New York, NY : John Wiley & Sons, Inc., c1996

Call Number: KF 1388 Z9 H67 1996

ID Number: 9802674

Subject(s): Nonprofit management

Designed for nonprofit executives, board members, fund-raising professionals, lawyers and accountants who need quick and authoritative information concerning the law governing nonprofit organizations.

Legal Issues for Alcohol and Other Drug Use Prevention and Treatment Programs Serving High-Risk Youth

Brooks, Margaret K. 1st ed. Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, Alcohol, Drug Abuse, and Mental Health Administration, Office for Substance Abuse Prevention, c1992

Call Number: HV 5824 Y68 B873 1992

ID Number: 9806490

Subject(s): Substance abuse Youth

Provides information on questions agencies often ask which include: whether they must comply with the Federal laws and regulations governing confidentiality of patient records and, if they must comply, how they may do so and much more.

The Legal Obligations of Nonprofit Boards : A Guidebook for Board Members

Leifer, Jacqueline C. Glomb, Michael B. 2nd ed. Washington, DC : National Center for Nonprofit Boards, c1997

Call Number: KF 1388.7 Z9 L45 1997

ID Number: 9801209

Subject(s): Nonprofit management

Provides nonprofit board members with a basic understanding of the rules and legal exemption from income tax under Section 501(c) of the Internal Revenue Code.

Loans & Grants From Uncle Sam: Am I Eligible and for How Much?

Leider, Anna J. 4th ed. Alexandria, VA : Octameron Assoc., c1996

Call Number: LB 2337.4 L62 1996

ID Number: 9802789

Subject(s): Federal Aid Financial Aid

A booklet on Uncle Sam's \$6 billion college grant programs. Gives tips for increasing eligibility and finding the best lenders. Includes handy worksheets help you assess your eligibility and estimate the size of your award.

Major Donors: The Key to Successful Fundraising

Zimmerman, Robert 1st ed. San Francisco, CA : Zimmerman-Lehman, c1998.

Call Number: HG 177 Z72m 1998

ID Number: 9805542

Subject(s): Fund-raising

Provides a comprehensive look at topics of individual research, major donor solicitation, and successful fundraising.

Making Direct Response Fund Raising Pay Off

Huntsinger, Jerry 1st ed. Chicago : Bonus Books, c1992

Call Number: HV 41.9 U5 H86 1992

ID Number: 9800897

Subject(s): Communication Fund-raising
A guidebook of tips for writing fund raising letters.

Making the Grant Process Work: A Collection of Federal Administration Guidelines

1st ed. Alexandria, VA : Capitol Publications Inc., c1990

Call Number: HG 177 M235 1990

ID Number: 9806709

Subject(s): Federal Aid Financial Aid Proposal writing

A reference guide of the grant process from the Office of Management and Budget who oversee the Federal Grant Administration and the federal funds distributed.

Managing a Nonprofit Organization in the Twenty-first Century

Wolf, Thomas 1st ed. New York, NY : FIRESIDE, c1999

Call Number: HD 62.6 W649 1999

ID Number: 9806425

Subject(s): Nonprofit management

Explains how to cope with the growth and changes of more profit-oriented ventures, the overhaul of accounting rules, new partnerships, and an emphasis on customer-oriented service and leadership. Provides information on changes in managing staff, trustees, and volunteers.

Managing Change in the Nonprofit Sector

Bergman, Jed I. 1st ed. San Francisco, CA : Jossey-Bass, c1996

Call Number: Z 675 R45 B47 1996

ID Number: 9800323

Subject(s): Nonprofit management

Presents a historical review of five of the most prestigious private libraries in the U.S. and how they managed the pressure of change that all nonprofits face.

Managing Corporate Support: Responses to Challenging Times

1st ed. Indianapolis, IN : Indiana University, Center on Philanthropy, c1992

Call Number: HD 60 M266 1992

ID Number: 9806492

Subject(s): Social services

A report underlying the role of the CEO in shaping corporate support policy and the role of the staff member.

Managing Nonprofit Funding Relations: Case Studies of Six Human Service Organizations

Gronbjerg, Kirsten A. 1st ed. New Haven, CT : Program on Non-Profit Organizations, Institution for Social and

Policy Studies, Yale University, c1990

Call Number: HV 41 M266 G876 1990

ID Number: 9806548
Subject(s): Nonprofit management
A study on the differences among funding sources that influence agency resource strategies and management overhead.

Managing Nonprofit Organizations in the 21st Century

Gelatt, James P. 1st ed. Phoenix, AZ : Oryx Press, c1992
Call Number: HD 62.6 G44 1992
ID Number: 9800155
Subject(s): Nonprofit management
Written with the chief staff officer and senior management in mind, it focuses on five principles: mission, leadership, management, professionalism, and financial stability.

Managing the Non-profit Organization: Practices and Principles

Drucker, Peter F. 1st ed. New York : HarperCollins, c1990
Call Number: HD 62.6 D78 1990
ID Number: 9800186
Subject(s): Nonprofit management
Gives examples and explanations of mission, leadership, resources, marketing, goals, people development, decision making, and much more.

Marketing Workbook for Nonprofit Organizations Volume I: Develop the Plan

Stern, Gary J. 2nd ed. St. Paul, MN : Amherst H. Wilder Foundation, c2001
Call Number: HF 5415 S768 2001 FIC
ID Number: 9800327
Subject(s): Nonprofit management
This workbook is designed to help nonprofit organizations identify and meet their individual marketing needs. Specifically intended to increase your overall understanding of marketing and how it can help you accomplish your mission, develop and implement an organization-wide marketing plan, develop and implement marketing plans for individual programs, services, or products, diagnose and solve marketing problems, plan and implement targeted promotion campaigns, and gain a new outlook. Includes six worksheets to assist in the marketing process.

Marketing Workbook for Nonprofit Organizations Volume II: Mobilize People for Marketing Success

Stern, Gary J. 1st ed. St. Paul, MN : Amherst H. Wilder Foundation, c1997
Call Number: HF 5415 S768 1997
ID Number: 9806453
Subject(s): Nonprofit management
This workbook is designed to help nonprofit organizations identify and meet their individual marketing needs. Specifically intended to increase your

overall understanding of marketing and how it can help you accomplish your mission, develop and implement an organization-wide marketing plan, develop and implement marketing plans for individual programs, services, or products, diagnose and solve marketing problems, plan and implement targeted promotion campaigns, and gain a new outlook. Includes six worksheets to assist in the marketing process.

Megagifts : Who Gives Them, Who Gets Them

Panas, Jerold 1st ed. Chicago, Ill : Pluribus Press, c1984
Call Number: HV 41 P34 1984
ID Number: 9801130
Subject(s): Fund-raising Nonprofit management
Describes the different people who make big gifts and offer tips on how to obtain such donations.

Megatrends & Volunteerism: Mapping the Future of Volunteer Programs

Vineyard, Sue 1st ed. Downers Grove, IL : Heritage Arts Publishing, c1998.
Call Number: HF 5549.5 M496 V766
ID Number: 9805381
Subject(s): Volunteerism
Takes a close look at the future trends of volunteerism. Includes discussions on diversity, entrepreneurial and grassroots volunteering, international expansion, perceptions, community building, professional improvement and changing roles of program executives. Includes bibliography.

The Membership Mystique

Trenbeth, Richard P. 1st ed. Rockville, MD : Fund Raising Institute, c1986
Call Number: HG 177 T74 1986
ID Number: 9800454
Subject(s): Nonprofit management
Shows how to build a membership program, including how to design a recruitment program, create a membership sales package, maintain member interest and upgrade membership dues. Includes sample letters, mailing packages, bylaws, ads and forms.

Mission-Based Management: Leading your Not-for-Profit into the 21st Century

Brinckerhoff, Peter C. 2nd ed. New York : John Wiley & Sons, Inc., c2000
Call Number: HD 62.6 B74 2000 FIC
ID Number: 9803614
Subject(s): Nonprofit management
Gives hands-on information and is a comprehensive reference for managing nonprofit organizations.

National Directory of Corporate Giving: A Guide to Corporate Giving Programs and Corporate Foundations

8th ed. New York, NY : The Foundation Center, c2002

Call Number: HV 97 F771c 2002 FIC

ID Number: 9802894

Subject(s): REFERENCE Corporate funding
Foundation funding

This directory profiles 2,996 companies making contributions to nonprofit organizations and grantseekers.

National Directory of Grantmaking Public Charities

2nd ed. New York : Foundation Center, c1998

Call Number: HV 97 F771 G 1998

ID Number: 9801127

Subject(s): REFERENCE Corporate funding
Foundation funding

A reference guide profiling 1,050 public charities, including 451 community foundations, that offer some form of financial support to other organizations or individuals, whether it be grants, scholarships, fellowships, loans, or in-kind gifts.

National Guide to Funding for the Economically Disadvantaged

1st ed. New York, NY : The Foundation Center, c1993

Call Number: HV 97 F771n 1993

ID Number: 9802886

Subject(s): REFERENCE Corporate funding
Foundation funding

A directory on national foundations and corporations who support the economically disadvantaged.

National Guide to Funding in AIDS

Cantarella, Gina-Marie Lunn, Melissa 2nd ed. New York, NY : The Foundation Center, c2001

Call Number: WC 22 AA1 N277 2001

ID Number: 9807198

Subject(s): AIDS (Disease) - Directories
Grantsmanship Foundation funding HIV-AIDS
Includes index.

National Guide to Funding in Health

7th ed. New York, NY : The Foundation Center, c2001

Call Number: HV 97 F771h 2001 FIC

ID Number: 9802895

Subject(s): REFERENCE Corporate funding
Foundation funding

A directory on national foundations and corporations who support health issues.

The New Publicity Kit

Smith, Jeanette 1st ed. New York : J. Wiley, c1995

Call Number: HD 59 S519 1995

ID Number: 9800151

Subject(s): Nonprofit management

A complete guide for entrepreneurs, small businesses & nonprofit organizations. Shows how to create news, write a news release, and develop a press kit.

No Miracles for Hire: How to Get Real Value from Your Consultant

Cannon, J. Thomas 1st ed. New York : American Management Association, c1990

Call Number: HD 69 C6 C26 1990

ID Number: 9800336

Subject(s): Nonprofit management

Offers insights on how to hire, negotiate and work with a consultant. Also offers guidance on the effective implementation of recommendations presented by the consultant.

No Surprises: Controlling Risks in Volunteer Programs

Tremper, Charles R. Kostin, Gwynne 1st ed.

Washington, DC : Nonprofit Risk Management Center, c1993

Call Number: HN 90 V64 T74 1993

ID Number: 9800909

Subject(s): Volunteerism

Provides extra motivation to make that effort, and to improve performance by acknowledging and controlling risks intended for volunteer management.

Nonprofit Board Answer Book: Practical Guidelines for Board Members and Chief Executives

Andringa, Robert C. Engstrom, Ted W. 1st ed.

Washington, DC : National Center for Nonprofit Boards, c1999

Call Number: HD 62.6 A53 1999

ID Number: 9805541

Subject(s): Nonprofit management

An easy-to-use resource that answers dozens of questions most frequently asked by board members and executive directors of nonprofit organizations. Topics include board functions, board structure and process, board-staff relations, and other critical issues. Includes index.

Nonprofit Boards: Roles, Responsibilities, and Performance

Duca, Diane J. 1st ed. New York, NY : John Wiley & Sons, Inc., c1996

Call Number: HD 2769.15 D83 1996

ID Number: 9800492

Subject(s): Nonprofit management

Discusses various functions of a nonprofit board - it's roles and the performance of its members.

Nonprofit Boards : What to Do and How to Do It

Tropman, John E. Tropman, Elmer J. 1st ed.
Washington, DC : Child Welfare League of America,
c1999

Call Number: HD 2745 T79 1999

ID Number: 9806573

Subject(s): Nonprofit management

An operator's manual for today's nonprofit board of directors. Provides the responsibilities of the board in detail and explains how to articulate the nonprofit's vision and mission. Includes bibliographical references.

The Nonprofit Board's Guide to Bylaws: Creating a Framework for Effective Governance

Zeitlin, Kim Arthur Dorn, Susan E. Washington, DC:
National Center for Nonprofit Boards, 1996

Call Number: HD 62.6 Z48 1996 FIC

ID Number: 9808363

Subject(s): Nonprofit management

This booklet provides a basic definition of bylaws and an overview of the issues and areas bylaws should address. Includes bibliographical references.

The Nonprofit Board's Role in Risk Management: More Than Buying Insurance

Tremper, Charles R. Babcock, George 1st ed.
Washington, DC : National Center for Nonprofit
Boards, c1990

Call Number: HD 62.6 T74 1990

ID Number: 9801409

Subject(s): Nonprofit management

Provides an insight to approaching risk management systematically.

The Nonprofit Board's Role in Strategic Planning

Grace, Kay Sprinkel. 2nd ed. Washington, DC :
National Center for Nonprofit Boards, c1996.

Call Number: HD 62.6 P375 1996

ID Number: 9802803

Subject(s): Nonprofit management

Discusses the common obstacles to board involvement in strategic planning and guides boards through the strategic planning process.

Nonprofit Corporations, Organizations, & Associations

Oleck, Howard L. 5th ed. Englewood Cliffs, NJ :
Prentice Hall, c1988

Call Number: KF 1388 044 1988

ID Number: 9802676

Subject(s): Nonprofit management

Provides current information of charitable organizations, the nature of nonprofit organizations, a mixture of profit and nonprofit activities. Includes supplement.

Nonprofit Corporations, Organizations, & Associations, Cumulative Supplement

Oleck, Howard L. 5th ed. Englewood Cliffs, NJ :
Prentice Hall, c1988

Call Number: KF 1388 044 1988

ID Number: 9802434

Subject(s): Nonprofit management

Provides current information of charitable organizations, the nature of nonprofit organizations, a mixture of profit and nonprofit activities.

Nonprofit Governance Series

Di Lima, Sara N. Johns, Lisa T. 1st ed. Washington,
DC : National Center for Nonprofit Boards, c1990

Call Number: HD 62.6 N812g 1990

ID Number: 9801448

Subject(s): Nonprofit management

A notebook which includes the following booklets: 1 - Ten basic responsibilities of nonprofit boards; 2 - The Chief executive's role in developing the nonprofit board; 3 - Fund raising and the nonprofit board member; 4 - Board assessment of the chief executive: a responsibility essential to good governance; 5 - The Nonprofit board's role in risk management: more than buying insurance; 6 - Strategic planning and the nonprofit board; 7 - Board passages: three key stages in a nonprofit board's life cycle; 8 - Understanding nonprofit financial statements: a primer for board members; 9 - Creating and renewing advisory boards : strategies for success; 10 - Planning successful board retreats: a guide for board members and chief executives; 11 - The Role of the board chairperson; 12 - Smarter board meetings: for effective nonprofit governance; 13 - Bridging the gap between nonprofit and for-profit board members; 14 - Board assessment of the organization: how are we doing? 15 - The Board's role in public relations and communications; 16 - Finding and retaining your next chief executive

The Nonprofit Guide to the Internet

Zeff, Robbin 2nd ed. New York : John Wiley &
Sons, c1999

Call Number: HD 62.6 Z43 1999

ID Number: 9800337

Subject(s): Nonprofit management

Surveys the hardware and software needed to get online and enables organizations to access the specific resources, databases, and web sites needed to stay competitive.

The Nonprofit Handbook - Fund Raising

Greenfield, James M., ed. 3rd ed. New York : Wiley,
c2001

Call Number: HD 62.6 N662 2001

ID Number: 9800214

Subject(s): Fund-raising Nonprofit management

A guide addressing the entire scope of philanthropic practice. Includes supplement.

The Nonprofit Handbook - Management

Connors, Tracy Daniel 3rd ed. New York : Wiley, 2001

Call Number: HD 62.6 N662m 2001 FIC

ID Number: 9808552

Subject(s): Nonprofit management Total quality management

Includes bibliographical references and index.

Nonprofit Kit for Dummies

Hutton, Stan Phillips, Frances New York : Hungry Minds, c2001

Call Number: HD 62.6 H985n 2001 FIC

ID Number: 9809676, 9810060

Subject(s): Nonprofit management

A guide to starting and running a nonprofit organization. Includes bibliographical references and index.

Nonprofit Management Series

O'Connell, Brian Washington, DC : Nonprofit management series, Independent Sector

Call Number: HD 62.6 N812m 1988

ID Number: 9801447

Subject(s): Nonprofit management Directors of corporations

Includes: Series 1 - The Role of the board and board members 2 - Finding, developing, and rewarding good board members 3 - Operating effective committees 4 - Conducting good meetings 5 - The Roles and relationships of the chief volunteer and chief staff officer, board and staff: who does what? 6 - Recruiting, encouraging, and evaluating the chief staff officer 7 - Fund raising 8 - Budgeting and financial accountability 9 - Evaluating results

Nonprofit Organization Management: Forms, Checklists & Guidelines

Gaithersburg, MD : Aspen Publishers, c2002

Call Number: HD 62.6 N814 2002 FIC

ID Number: 9808430

Subject(s): Nonprofit management

Includes index.

A Nonprofit Organization Operating Manual: Planning for Survival and Growth

Olenick, Arnold J. Olenick, Philip R. New York : Foundation Center, 1991

Call Number: HD 62.6 O44n 1991 FIC

ID Number: 9809753

Subject(s): Nonprofit management

Includes bibliographical references and index.

Not On This Board You Don't: Making Your Trustees More Effective

Frantzreb, Arthur C. 1st ed. Chicago : Bonus Books, Inc. c1997

Call Number: HD 2745 F7 1996

ID Number: 9800335

Subject(s): Nonprofit management

A book on philanthropy, board membership, board management, and volunteer leadership.

Not-for-Profit GAAP

Larkin, Richard F. DiTommaso, Marie 1st ed. New York, NY : John Wiley & Sons, Inc., c2000

Call Number: HF 5686 N56 L37 2000

ID Number: 9806707

Subject(s): Nonprofit management

A comprehensive, easy-to-use guide to the accounting and financial reporting principles used by not-for-profit organizations.

Not-for-Profit Reporting - GAAP, Tax, Financial, and Regulatory Requirements - 2001

Foster, Mary F. Becker, Howard 2001 ed. Orlando, FL : Harcourt Brace & Company, c2001

Call Number: HF 5686 N56 M55 2001

ID Number: 9802618

Subject(s): Nonprofit management

This book will assist you with rules and regulations that apply directly to nonprofit organizations. Annual publication.

On My Way in Planned Giving

Schoenhals, G. Roger. ed. 1st ed. Seattle, WA : Planned Giving Today, c1995

Call Number: HV 41.9 U5 S365 1995

ID Number: 9802818

Subject(s): Fund-raising Nonprofit management

Indicates the process of inspiring and enabling people to make tax-wise gifts that will benefit their organization.

Organizing Special Events and Conferences: A Practical Guide for Busy Volunteers and Staff

Devney, Darcy C. 1st ed. Sarasota FL : Pineapple Press, c1990

Call Number: AS 6 D47 1989

ID Number: 9800078

Subject(s): Nonprofit management

A reference book for volunteers and paid staff alike, packed with step-by-step instructions, checklists, schedules, and lists of organizations, addresses, and publications.

OSAP Prevention Monograph: Working with Youth in High-Risk Environments: Experiences in Prevention

Rockville, MD : Office of Substance Abuse Prevention, c1992

Call Number: HV 5824 Y68 W67 1992

ID Number: 9802900

Subject(s): Youth Substance abuse

Focuses on the transfer of prevention and intervention technology between and among researchers, administrators, policymakers, educators, and providers in the public and private sectors.

Outcasts on Main Street: Report of the Federal Task Force on Homelessness and Severe Mental Illness

1st ed. Washington, DC : U.S. Dept. of Health and Human Services in cooperation with the Interagency Council on the Homeless, c1992

Call Number: HV 4505 H64 U54 1992

ID Number: 9806516

Subject(s): Evaluation - Program Homeless

A report to improve this country's system of care and housing options for homeless mentally ill persons by making essential resources more accessible to these disabled Americans.

Outcome Funding: A New Approach to Targeted Grantmaking

Williams, Harold S. Webb, Arthur Y. Phillips, William J. 2nd ed. Rensselaerville, NY : Rensselaerville Institute, c1991

Call Number: HJ 275 W53 1991

ID Number: 9800462

Subject(s): Grantsmanship Proposal writing

Gives a governing body a clear choice of what programs are good bets and what programs are high-risk investments.

Outreach/Risk Reduction Strategies for Changing HIV-related Risk Behaviors Among Injection Drug Users

1st ed. Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, National Institutes of

Health, National Institute on Drug Abuse, c1994

Call Number: RA 644 A25 O94 1994

ID Number: 9806513

Subject(s): HIV-AIDS Substance abuse

Designed to describe a series of analyses evaluating the effects of the National AIDS Demonstration Research (NADR) outreach programs.

Parent Training is Prevention: Preventing Alcohol and Other Drug Problems Among Youth in the Family

1st ed. Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, Alcohol, Drug Abuse, and Mental Health Administration, Office for

Substance Abuse Prevention, c1992

Call Number: HV 5824 468 P228 1992

ID Number: 9806488

Subject(s): Substance abuse Youth

A guide designed to help communities identify and implement programs designed specifically for parents. Includes basic information on prevention, addresses the importance of parenting in family development, provides detailed descriptions of specific roles that parents play in raising alcohol and other drug free children.

Parental Awareness and Responsibility: A Case Study of a Program to Prevent and Treat Alcohol and Other Drug Problems

Yin, Robert K. Schiller, Ellen Peters Teitelbaum, Michele 1st ed. Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse, c1993

Call Number: WM 270 Y51p 1993 FIC

ID Number: 9806518

Subject(s): Evaluation - Program Substance abuse

A case study report on a program to prevent and treat alcohol and other drug problems.

Partnerships Against Violence: Information Sources, Funding, and Technical Assistance/Resource Guide

1st ed. Washington, DC : U.S. Dept. of Justice, c1994

Call Number: HN 90 V5 P38 1994

ID Number: 9800907

Subject(s): Violence - Prevention - Handbooks Violent crimes - Prevention - Handbooks Family violence - Prevention Social services

Presents a list of sources for technical assistance, information, and potential funding to support anti-violence programs.

Partnerships Against Violence: Promising Programs/Resource Guide

1st ed. Washington, DC : U.S. Dept. of Justice, c1994

Call Number: HN 90 V5 P38 1994

ID Number: 9800906

Subject(s): Violence - Prevention - Handbooks Violent crimes - Prevention - Handbooks Family violence - Prevention Social services

Presents ideas and resources available and removes the barrier to information-sharing that communities face in finding out about good programs that are working against violence and for families and children. Vol. 1 - Promising Programs and Vol. 2 - Information Sources, Funding, and Technical Assistance.

Pass It On Volunteer Recruitment Manual: Outreach to African-American, Latino/a and Other Diverse Populations

Sutton, Charyn D. 1st ed. Philadelphia, PA : Big Brothers/Big Sisters of America, c1992
Call Number: HV 90 V64 S967 1992
ID Number: 9801446
Subject(s): Social services Volunteerism Youth
Designed to assist agencies in formulating ways to increase the number of minority volunteers.

Plain Talk About Grants

Geller, Robert E. Rev. ed. Sacramento : California State Library Foundation, c1988
Call Number: HV 41.9 U5 G45 1988
ID Number: 9800903
Subject(s): Nonprofit management Proposal writing
Contains practical information to help grant writers write clearer, more concise proposals, implement a grant search, and critique the proposal.

Planned Giving - Management, Marketing, and Law

Jordan, Ronald R. Quynn, Katelyn L. 2nd ed. New York, NY : John Wiley & Sons, Inc., c2000
Call Number: HV 41.9 U5 J67 1999 FIC
ID Number: 9802322
Subject(s): Fund-raising Nonprofit management
Influences the decisions about whom to hire, and evaluating characteristics and qualifications of prospective development employees and the entire hiring process. Includes diskette and cumulative supplement.

Planned Giving - Management, Marketing, and Law, Supplement

Jordan, Ronald R. Quynn, Katelyn L. 2nd ed. New York, NY : John Wiley & Sons, Inc., c2002
Call Number: HV 41.9 U5 J67 2002 FIC
ID Number: 9802328
Subject(s): Fund-raising Nonprofit management
A supplement influencing the decisions about who to hire, and evaluating characteristics and qualifications of prospective development employees and the entire hiring process.

Planned Giving for the One Person Development Office

Schmeling, David G. 2nd ed. Wheaton, IL : Deferred Giving Services, c1990
Call Number: HV 41.9 U5 S347p 1990
ID Number: 9802881
Subject(s): Fund-raising
Written with the fund-raiser in mind. Provides chapters on gift models and gift proposals that give valuable insights on how charitable gift planning can actually help the donors solve their personal problems.

Planned Giving Simplified: The Gift, The Giver, and The Gift Planner

Sharpe, Robert F. 1st ed. New York, NY : John Wiley & Sons, Inc., c1998.
Call Number: HV 41.9 U5 S523 1998
ID Number: 9803613
Subject(s): Fund-raising
A detailed blueprint for starting and building a successful planned giving program, and develops and assists in managing the framework of legal, administrative, and interpersonal factors involved in the planned giving process.

Planning Successful Board Retreats: A Guide for Board Members and Chief Executives

Bader, Barry S. 1st ed. Washington, DC : National Center for Nonprofit Boards, c1991
Call Number: HD 62.6 B133 1991
ID Number: 9801350
Subject(s): Nonprofit management
Offers information on planning retreats as an opportunity for refocusing and reelection on fundamentals, thoughtful long-term planning, mission, vision, and strategies goals.

Policy Vs. Paper Clips: Selling the Corporate Model to Your Nonprofit Board

Fram, Eugene H. Brown, Vicki 2nd ed. Milwaukee WI : Families International in association with Family Service America, c1995
Call Number: HD 62.6 F73 1995
ID Number: 9800154
Subject(s): Nonprofit management
Provides information on promoting effectiveness, efficiency, and strategic planning as integral components in the management of a nonprofit organization.

Power Funding: Gaining Access to Power, Influence and Money in Your Community

Emenhiser, David 1st ed. Rockville, MD : Fund Raising Institute, c1992
Call Number: HM 141 E48 1992
ID Number: 9800904
Subject(s): Fund-raising Grantsmanship
Offers revolutionary ideas on how to identify the civic and business leaders who make funding decisions at the grassroots level.

Prevention Plus III: Assessing Alcohol and Other Drug Prevention Programs at the School and Community Level

Linney, Jean Ann Wandersman, Abraham 1st ed. Rockville, MD : U.S. Dept. of Health and Human Service, Public Health Service, Alcohol, Drug Abuse, and Mental Health Administration, Office for Substance Abuse Prevention, c1991
Call Number: WM 270 L735 1991

ID Number: 9801421
Subject(s): Substance abuse
A four step guide to useful program assessment of alcohol and other drug prevention programs at the school and community level.

Priority Home! The Federal Plan to Break the Cycle of Homelessness

1st ed. Washington, DC : U.S. Dept. of Housing and Urban Development, c1994
Call Number: HV 4505 P958 1994
ID Number: 9806517
Subject(s): Evaluation - Program Homeless
Identifies several key steps for the Federal government to take to change dramatically the face of our system for coping with homelessness.

The Professionals' Guide to Fund-raising, Corporate Giving, and Philanthropy

Adams-Chau, Lynda Lee 1st ed. New York : Quorum Books, c1988
Call Number: HV 41.9 U5 A33 1988
ID Number: 9800896
Subject(s): Corporate funding Foundation funding Fund-raising Grantsmanship Proposal writing Nonprofit management
A guidebook on corporations, foundations, consultants, 501(c)(3) organizations, personal experiences, legal issues, writing and evaluating grant proposals.

Progress and Peril: Black Children in America: A Fact Book and Action Primer

Washington, DC : The Fund, c1993
Call Number: E185 86 P88 1993
ID Number: 9800080
Subject(s): African American children Youth
Details information on family status, health, education, youth and young adult employment, childbearing, sexual activity, violence and crime, and drug involvement of black children in America.

Proof Positive: Developing Significant Volunteer Recordkeeping Systems

Ellis, Susan J. Noyes, Katherine H. Rev. ed
Philadelphia, PA : Energize, c1990
Call Number: HN 90 V64 E47 1990
ID Number: 9801413
Subject(s): Nonprofit management Volunteerism
A guidebook for developing a manual record-keeping system to track and manage volunteer efforts. Includes a chapter on computerization. Includes sample forms.

Proposal Planning and Writing

Miner, Lynn E. Miner, Jeremy T. Griffith, Jerry 2nd ed. Phoenix, AR : Oryx Press, c1998
Call Number: HG 177.5 U6M56 1998
ID Number: 9801232
Subject(s): Proposal writing

A guide to a systematic, step-by-step approach to developing successful grant proposals.

The Proposal Writer's Swipe File: 15 Winning Fund-raising Proposals-- Prototypes of Approaches, Styles, and Structures

3rd ed. Rockville MD : Taft Group, c1984
Call Number: H91 P76 1984
ID Number: 9800083
Subject(s): Fund-raising Proposal writing
Contains 15 outstanding fund-raising proposals that represent the programs and approaches from a variety of nonprofit organizations - science, education, art, humanities, and social service.

Proposal Writing

Coley, Soraya M. Scheinberg, Cynthia A. 1st ed. Newbury Park, CA : SAGE Publications, Inc., c1990
Call Number: HV 41 C548 1990
ID Number: 9806482
Subject(s): Proposal writing Grantsmanship
A step-by-step guide to students and professionals who need to write grant proposals. Focuses on the mechanics of developing and writing grants including testing the funding environment, developing a good problem statement, implementing and evaluating the program and its budget and much more.

Proposal Writing

Chumney, Candes 1st ed. San Antonio, TX : A Resource Center for Non-profit Organizations, c1989
Call Number: HG 177 C559 1989
ID Number: 9806511
Subject(s): Proposal writing Fund-raising
A booklet on proposal writing, budget preparation, and much more.

Proposal Writing: The Art of Friendly and Winning Persuasion

Pfeiffer, William S. Keller, Charles H. Jr. 1st ed. Upper Saddle River, NJ : Prentice-Hall, Inc., c2000
Call Number: PE 1479 B87 P47 2000
ID Number: 9806629
Subject(s): Proposal writing
Provides guidelines for producing commercial and government proposals. Includes practical examples and exercises for reinforcement of key principles.

Prospect Research: A How-To Guide

Strand, Bobbie J. 1st ed. Washington, DC : Council for Advancement and Support of Education, c1986
Call Number: LB 2336 P76 1986
ID Number: 9802619
Subject(s): Fund-raising Grantsmanship
Shows how to establish a prospect research system or build upon an existing one. Describes how to complete research on individuals, corporations, and foundations; evaluate and analyze research.

Quality Improvement in Rural Hospitals: How Networking Can Help

Kemp, Kerry August 2002 ed. Academy for Health Services Research & Health Policy, c2002

Call Number: WA 390 N476 2002

ID Number: 9810198

Subject(s): Evaluation – Program Rural
Networking for Rural Health Project. A project to strengthen the rural health care infrastructure by fostering the development of rural networks.

Quality Management in the Nonprofit World: Combining Compassion and Performance to Meet Client Needs and Improve Finances

Kennedy, Larry W. 1st ed. San Francisco : Jossey-Bass Publishers, c1991

Call Number: HD 62.6 K48 1991

ID Number: 9800227

Subject(s): Nonprofit management
Intended to provide nonprofits with the tools necessary to systematically achieve quality in their efforts.

Raise More Money for Your Nonprofit Organization

New, Anne L. 1st ed. New York, NY : The Foundation Center, c1991

Call Number: HV 41.9 U5 N49 1991

ID Number: 9802344

Subject(s): Fund-raising Nonprofit management
A guide for nonprofit leaders on fund-raising techniques.

Raising Money & Having Fun (sort of): A How-To Book for Small Nonprofit Groups

Horton, Charlene 1st ed. Cleveland, OH : May Dugan Center, c1991

Call Number: HV 41.9 U5 H66 1991

ID Number: 9802347

Subject(s): Fund-raising Nonprofit management
A step-by-step guide for other small nonprofits working to transform their style of fund-raising. Topics covered in this book include marketing the unique qualities of each organization, reaching out to potential donors, and beginning an endowment program.

Ready to Learn: A Mandate for the Nation

Boyer, Ernest L. 1st ed. Princeton, NJ : The Carnegie Foundation for the Advancement of Teaching, c1991

Call Number: LB 1132 C374 1991

ID Number: 9802621

Subject(s): Social services
Identifies ways to support families, by providing a more caring, compassionate network of support for learning.

Recruiting Volunteers for Difficult or Long-term Assignments

1st ed. Downers Grove, IL : Heritage Arts, c1991

Call Number: HN 49 V64 M133r 1991

ID Number: 9806495

Subject(s): Volunteerism
A booklet on recruiting volunteers and their involvement in projects.

Reengineering Your Nonprofit Organization: A Guide to Strategic Transformation

Pappas, Alceste T. 1st ed. New York : John Wiley & Sons, c1996

Call Number: HD 62.6 O37 1995

ID Number: 9800222

Subject(s): Nonprofit management Reengineering
(Management) Strategic planning
Assists nonprofit programs and services in understanding what it takes to manage an organization in an age of technological revolution and societal confusion.

Referral Guidelines for Funding Components of Public Health Service (PHS)

1st ed. Rockville, MD : U.S. Public Health Service, Division of Research Grants, c1998

Call Number: RA 440 N271 1998

ID Number: 9801455

Subject(s): Federal Aid Social services

REFERENCE

Describes federal program areas that are of interest to the various research-funding institutes, centers, and divisions of the U.S. Public Health Service.

Reinventing Fundraising: Realizing the Potential of Women's Philanthropy

Shaw, Sondra C. Taylor, Martha A. 1st ed. San Francisco, CA : Jossey-Bass Publishers, c1995

Call Number: HV 41.9 U5 S53 1995

ID Number: 9802827

Subject(s): Women Fund-raising
The practical advice offered will show fundraisers, both volunteer and professional, new and experienced, how to develop a gender-sensitive fundraising program.

Reinventing Your Board: A Step-by-Step Guide to Implementing Policy Governance

Carver, John Carver, Miriam M. 1st ed. San Francisco : Jossey-Bass, c1997

Call Number: HD 2745 C3727 1997

ID Number: 9800334

Subject(s): Nonprofit management
Provides step-by-step instructions, sample policies, illustrations, exercises, and other practical materials for implementing the concept of policy governance.

Remaking America: How the Benevolent Traditions of Many Cultures are Transforming Our National Life

Joseph, James A. 1st ed. San Francisco, CA : Jossey-Bass, c1995

Call Number: E169 I2 J666 1995

ID Number: 9800079

Subject(s): Social services

Identifies, analyzes, and compares the charitable traditions of America's minority populations.

A Report on Homeless Assistance Policy and Practice in the Nation's Five Largest Cities

Aug. 1989 ed. Washington, DC : U.S. Dept. of Housing and Urban Development, Office of Policy Development and Research, c1989

Call Number: HV 4505 R425h 1989 FIC

ID Number: 9806520

Subject(s): Evaluation - Program Homeless

Examines the Nation's largest cities with respect to local perceptions of the scope of homelessness, the funding of homeless assistance programs, the local capacity to shelter the homeless, and the nature of the services offered to homeless persons.

Report on International AIDS Grantmaking

1st ed. New York : Funders Concerned About AIDS, c1992

Call Number: HV 40 C641r 1992

ID Number: 9806494

Subject(s): HIV-AIDS

This report shows where, by whom, and for what purpose, resources are now deployed to fight HIV/AIDS, and what gaps should command attention.

A Report on the 1988 National Survey of Shelters for the Homeless

1st ed. Washington, DC : U.S. Dept. of Housing and Urban Development, Office of Policy Development and Research, Division of Policy Studies, c1989

Call Number: HV 4505 R425n 1989 FIC

ID Number: 9806519

Subject(s): Evaluation - Program Homeless

A survey with data on the number, occupancy, capacity, operational characteristics, funding, and available services of homeless shelters throughout the Nation.

Responding to Drug Use and Violence: Helping People, Families, and Communities

1st ed. Washington, DC : Office of National Drug Control Policy, c1995

Call Number: HV 5825 B877 1995

ID Number: 9806456

Subject(s): Evaluation - Program Substance abuse Youth

A resource guide to assist State, local, and community officials and those working closest to the drug problem to find the Federal assistance they need to make current and new programs effective in the fight against drugs.

Rural Health Services Funding: A Resource Guide

Harriman, Jenny F. Rev. ed. Beltsville, MD : National Agricultural Library, c1997

Call Number: RA 771.6 H297r 1997

ID Number: 9806500

Subject(s): Corporate funding Federal Aid

Foundation funding Rural

A guide to not only federal funding sources but also includes state and private funding sources, along with useful time for beginning a funding search.

The Second Legal Answer Book for Nonprofit Organizations

Hopkins, Bruce R. 1st ed. New York : John Wiley & Sons, Inc., c1998.

Call Number: KF 1388 Z9 H67 1998

ID Number: 9803622

Subject(s): Nonprofit management

Assists nonprofit managers and their advisors on the latest trends and developments in nonprofit law.

Secrets of Motivation: How to Get and Keep Volunteers and Paid Staff

Vineyard, Sue 1st ed. Downers Grove, IL : Heritage Arts, c1991

Call Number: HF 5549.5 M63 V766

ID Number: 9801414

Subject(s): Nonprofit management Volunteerism

Lists dozens of ideas, tips, and suggestions concerning motivation and volunteering; the volunteer of the 90's; major trends; why people volunteer; retention and satisfaction; matching people and work; understanding needs, expectations; and more.

Secrets of Winning Grants from Corporations and Foundations

1st ed. Arlington, VA : Government Information Services, c1993

Call Number: HG 177 G721 1993

ID Number: 9801443

Subject(s): Corporate funding Foundation funding Grantsmanship

Designed to help both novice and experienced grantseekers gain the competitive edge in seeking private funding.

The Seven Faces of Philanthropy - A New Approach to Cultivating Major Donors

Prince, Russ Alan File, Karen Maru 1st ed. San Francisco, CA : Jossey-Bass, Inc. c1994

Call Number: HV 41.9 U5 P74 1994 FIC

ID Number: 9802335

Subject(s): Fund-raising

Discusses the concerns, interests, needs, and motivations of affluent individual donors in philanthropy.

Sources of Operating Grants

2003 ed. Gaithersburg, MD : Aspen Publishers, Inc. c2003

Call Number: HV 97 S729 2003

ID Number: 9802824

Subject(s): Corporate funding Foundation funding

REFERENCE

Identifies private funders that give to organizations to cover personnel, administrative, and other operating expenses.

Spotlight on Corporate Philanthropy: Profiles of Recent Giving

2nd ed. Alexandria, VA : Capitol Publications, Inc., c1995

Call Number: HV 89 C787 1995

ID Number: 9801424

Subject(s): Corporate funding

Compiles corporate profiles that have appeared in the "spotlight" section of past editions of "Corporate Philanthropy Report" (CPR). Gives readers an idea of where the field has been and provides a compass to the future.

Staff Screening Tool Kit: Keeping the Bad Apples Out of Your Organization

Patterson, John Tremper, Charles Rypkema, Pam
1st ed. Washington, DC : Nonprofit Risk Management Center, c1994

Call Number: HF 5549.5 E429 P37 1994

ID Number: 9800325

Subject(s): Nonprofit management

Provides suggestions & steps for staff screening based on the requirements of the position, the nature of the contact with service recipients, and legal limitations on the use of screening tools.

Start at Square One: Starting and Managing the Planned Gift Program

Moerschbaeher, Lynda S. 1st ed. Chicago, IL : Precept Press, c1998

Call Number: HV 41.9 U5 M64 1997

ID Number: 9806429

Subject(s): Fund-raising Nonprofit management

Demonstrates the preparation of fund-raising in the nonprofit area.

Starting and Managing a Nonprofit Organization: A Legal Guide

Hopkins, Bruce R. 3rd ed. New York : John Wiley & Sons, 2001

Call Number: KF 1388 H793 2001 FIC

ID Number: 9808429

Subject(s): Nonprofit management Nonprofit organizations - Taxation - Law and legislation
Includes index.

Starting and Running a Nonprofit Organization

Hummel, Joan M. 2nd ed. Minneapolis, MN : University of Minnesota Press, c1996

Call Number: HD 62.6 H85 1996

ID Number: 9801235

Subject(s): Nonprofit management

A step-by-step guide to creating and operating a new nonprofit, establishing a board of directors, writing bylaws, obtaining tax-exempt status, creating a strategic plan, budgeting, grant seeking, and much more.

State Liability Laws for Charitable Organizations and Volunteers

2nd ed. Washington, DC : Nonprofit Risk Management Center, c1995

Call Number: KF 1303 S72 1995

ID Number: 9801411

Subject(s): Nonprofit management

Designed to assist in answering questions about the legal liability of volunteers and charitable organizations.

Storytelling for Grantseekers: The Guide to Creative Nonprofit Fundraising

San Francisco, CA : Jossey-Bass, c2001

Call Number: HV 41.2 C597s 2001 FIC

ID Number: 9810068

Subject(s): Fund-Raising Proposal Writing

A resource in short story approach to the inquiry and cover letters that support the larger proposal. Includes index.

Strategic Alliances Among Health and Human Services Organizations / by Darlene Bailey, Kelly McNally Koney. - Thousand Oaks, CA : Sage Publications, Inc., c2000

Call Number: HD 69 S8 B154s 2000

ID Number: 9809997

Subject(s): Nonprofit Management
This book examines the formation and maintenance of strategic alliances. From the motives that lead organizations to form relationships, to practical tips on how to sustain, recreate, and end partnerships, this text is a useful reference for both beginners and practitioners.

Strategic Planning for Public and Nonprofit Organizations: A Guide to Strengthening and Sustaining Organizational Achievement

Bryson, John M. Rev. ed. San Francisco, CA : Jossey-Bass, Inc., c1995.

Call Number: HD 30.28 B79 1995

ID Number: 9805545

Subject(s): Strategic planning Nonprofit management
Provides many new examples of successful and unsuccessful strategic planning practices, along with entirely new chapters that address how to implement strategies.

Strategic Planning Workbook for Nonprofit Organizations

Barry, Bryan W. Rev. and updated ed. Saint Paul, MN : Amherst H. Wilder Foundation, c1997

Call Number: HD 62.6 B37 1997

ID Number: 9801234

Subject(s): Nonprofit management

A step-by-step guide with worksheets to develop your own plan, sell it to your colleagues, and measure results.

Streetsmart Financial Basics for Nonprofit Managers

McLaughlin, Thomas A. 1st ed. New York : J. Wiley, c1995

Call Number: HG 4027.65 M35 1995

ID Number: 9801229

Subject(s): Nonprofit management

Explains how to read and interpret financial reports, shows you how to analyze and control costs, and provides practical tips for budgeting.

Substance Abuse and Addiction

Washington, DC : U.S. Government Printing Office, c1994

Call Number: HV 5825 T45 1994

ID Number: 9802901

Subject(s): Substance abuse

Focuses on several factors that are necessary for substance abuse and addiction to occur, including an examination of the biological research regarding the phenomenon of addiction to alcohol and drugs. Includes summary.

Substance Abuse and Addiction Summary

Office of Technology Assessment Washington, DC : U.S. Government Printing Office, c1994.

Call Number: HV 5825 T45 1994 sum.

ID Number: 9802902

Subject(s): Substance abuse

A summary to "Substance Abuse and Addiction Report" which focuses on several factors that are necessary for substance abuse and addiction to occur, including an examination of the biological research regarding the phenomenon of addiction to alcohol and drugs.

Substance Abuse Funding, A Look at Grant-writing Proposals

1st ed. Alexandria, VA : Capital Publications, Inc., c1992

Call Number: HG 177 C244 1992

ID Number: 9801416

Subject(s): Federal Aid Substance abuse Proposal writing

Gives a first-hand look at a collection of winning proposals. These proposals demonstrate how successful applicants met the challenge.

Success 1990: Innovation and Excellence in Public Human Services

Washington, DC : American Public Welfare Association, c1990

Call Number: HV 85 S942 1990 FIC

ID Number: 9806489

Subject(s): Social services

A guide to assist human service administrators and practitioners provide more effective services to low-income Americans with greater efficiency and lower costs.

Successful Fundraising: A Complete Handbook for Volunteers and Professionals

Flanagan, Joan New/Rev ed. Chicago, IL : Contemporary Books, c1993

Call Number: HG 177.5 U6 F58 1991

ID Number: 9806431

Subject(s): Fund-raising

A guide for volunteer leaders and professional fundraisers for gaining access to available funds, raising more money more quickly, and building a stronger, more productive organization.

Successful Grant Writing: Strategies for Health and Human Service Professionals

Gitlin, Laura N. Lyons, Kevin J. 1st ed. New York, NY : Springer Publishing Co., c1996

Call Number: HV 41.2 G58 1996

ID Number: 9806628

Subject(s): Grantsmanship

Provides effective strategies and work models that are appropriate for professionals who have different growth needs and opportunities for funding. A resource tool for individuals, departments in academic, clinical, or community-based settings.

Successful Grant Writing Tips - The Manual

Browning, Beverly A. 1st ed. Burton, MI : Grant\$line, Inc., c1991

Call Number: HG 177 B885 1991

ID Number: 9801415

Subject(s): Federal Aid Fund-raising Corporate funding Foundation funding Proposal writing

A guide on preparing proposals for both federal and foundation grants, etc.

Successful Marketing Strategies for Nonprofit Organizations

McLeish, Barry 1st ed. New York : J. Wiley, c1995

Call Number: HF 5415 M3825 1995

ID Number: 9800332

Subject(s): Nonprofit management

Provides techniques for analyzing your market for services and developing a comprehensive marketing plan, marketing strategies that will support fund-raising, promote new services, and enhance your organization's reputation and visibility.

Take the Fear Out of Asking for Major Gifts

Donovan, James A. 1st ed. Orlando, FL : Donovan Management, Inc. c1993

Call Number: HG 177 D674 1993

ID Number: 9801377

Subject(s): Fund-raising

A book on how-to ask for major gifts. Includes self-study exercises, checklists, charts and graphs.

Tapping Private Sector Funding

1st ed. Arlington, VA : Government Information Services, c1993

Call Number: HV 41 T174 1993

ID Number: 9801408

Subject(s): Corporate funding Foundation funding

Designed to assist organizations and individuals find private dollars and aid.

Tax Planning and Compliance for Tax-Exempt Organizations: Forms, Checklists, Procedures

Blazek, Jody 3rd ed. New York, NY : John Wiley & Sons, Inc., c2001

Call Number: KF 6449 B58 2001b FIC

ID Number: 9807100

Subject(s): Nonprofit management

Designed to aid nonprofit organizations pass any tests that come their way in obtaining and maintaining tax-exempt status. Topic areas include: qualification for exemption, private foundations, recognition of exempt status, maintaining exempt status, and communicating with the IRS. Includes supplement.

Teach Yourself to Write Irresistible Fund-raising Letters

Squires, Conrad 1st ed. Chicago, IL : Precept Press, Inc., c1993

Call Number: HG 177 S774 1993

ID Number: 9801376

Subject(s): Communication Fund-raising

A book on powerful mailings and writing great fund-raising letters.

Ten Basic Responsibilities of Nonprofit Boards

Ingram, Richard T. 2nd ed. Washington, DC : National Center for Nonprofit Boards, c1996

Call Number: HD 62.6 I54 1996

ID Number: 9805540

Subject(s): Nonprofit management

Contains ten essential responsibilities of nonprofit boards. Topics include determining the organization's mission and purposes, selecting and supporting the executive, and reviewing his/her performance, and more.

Texas Public Policy Handbook: A Guide to the Texas Legislative Process

1996 ed. Austin, TX : United Way of Texas, c1996

Call Number: JK 4831 1996

ID Number: 9806455

Subject(s): Texas

Designed to assist local United Ways and their affiliated agencies, as well as other health and human service policy and program advocates, to have an impact on state-level decisions made by the Texas Legislature, the Office of the Governor, and state agency boards and commissions.

Tips from Proposal Reviewers

1st ed. Arlington, VA : Government Information Services, c1990

Call Number: HG 177.5 U6 T57 1990

ID Number: 9802781

Subject(s): Proposal writing

Lists good information on what federal proposal reviewers look for in proposals they will fund and some things that will eliminate you from the running at the outset.

Turning Awareness into Action: What Your Community Can Do About Drug Use in America

Rev. 1991 ed. Rockville, MD : U.S. Dept. of Health and Human Services, Public Health Service, Alcohol, Drug Abuse, and Mental Health Administration, c1991

Call Number: HV 5825 1991

ID Number: 9806528

Subject(s): Evaluation - Program Substance abuse

Gives examples of successful community prevention programs, as well as guidelines for finding out more about the community's prevention needs and taking action. (Available in Spanish version)

Turning Vision into Reality: What the Founding Board Should Know About Starting a Nonprofit Organization

Johnston, Janis Washington, DC : National Center for Nonprofit Boards, c1999

Call Number: HD 62.6 T955 1999 FIC

ID Number: 9809605

Subject(s): Nonprofit management

A booklet that offers some practical references and guidance to help in making important decisions during the beginning phases of starting a nonprofit organization. Includes bibliographical references.

Under the Safety Net: The Health and Social Welfare of the Homeless in the United States

Brickner, Philip W. 1st ed. New York, NY : W.W. Norton & Company, Inc., c1990

Call Number: RA 654.9 H63 U53 1990

ID Number: 9802817

Subject(s): Homeless Social services

Highlights programs across the nation devoted to the care of the homeless, the dimensions of the problem, remedies and strategies for its solution.

Understanding Nonprofit Financial Statements: A Primer for Board Members

Dalsimer, John Paul 1st ed. Washington, DC : National Center for Nonprofit Boards, c1995
Call Number: HD 62.6 D34 1995
ID Number: 9802806
Subject(s): Nonprofit management
A guide-book for organizations and boards at different stages of development. Also helps large organizations to inform and orient new board members to their financial responsibilities.

Volunteer Management: Mobilizing All the Resources of the Community

McCurley, Steve Lynch, Rick 1st ed. Downers Grove, IL : Heritage Arts Publishing, c1996.
Call Number: HF 5549.5 V943 L987
ID Number: 9805384
Subject(s): Volunteerism
Provides volunteer management resources and sample volunteer management policies, forms, and worksheets.

The Volunteer Recruitment Book

Ellis, Susan J. 2nd ed. Philadelphia, PA : Energize, c1996
Call Number: HN 49 V64 E444 1996
ID Number: 9800905
Subject(s): Volunteerism
Explains how it is essential to design the types of volunteer assignments that will attract the most qualified people.

Volunteerism in an Aging Society

Chambre, Susan 1st ed. New York : City University of New York, Graduate School and University Center, c1991
Call Number: HN 90 V64 C447v 1991
ID Number: 9806502
Subject(s): Volunteerism
Discusses reasons for changes in the demand for older volunteers and identifies a number of demographic and social changes that affected the supply of elders willing to spend time in unpaid work.

Ways to Find Private Sector Funding

1st ed. Arlington, VA : Government Information Services, c1990
Call Number: HV 41 W357 1990 c.1
ID Number: 9801129
Subject(s): Fund-raising Corporate funding
Foundation funding
Report examines trends in corporate and foundation giving, provides grantseeking tips and techniques. Lists 60 of the top foundations in the country and profiles a handful of the major private donor organizations.

Ways to Find Private Sector Funding

1st ed. Arlington, VA : Government Information Services, c1990.
Call Number: HV 41 W357 1990 c.2
ID Number: 9802796
Subject(s): Fund-raising Foundation funding
Corporate funding
Report examines trends in corporate and foundation giving, provides grantseeking tips and techniques. Lists 60 of the top foundations in the country and profiles a handful of the major private donor organizations.

Welcome to the Board: Your Guide to Effective Participation

Howe, Fisher 1st ed. San Francisco, CA : Jossey-Bass Publishers, c1995
Call Number: HD 62.6 H694 1995
ID Number: 9800157
Subject(s): Nonprofit management
Explains what is expected when joining a nonprofit board and what it takes to become a good board member. Written for those who are considering membership on a nonprofit board and those already on a board.

Welfare to Work: Reaching a New Workforce

Washington, DC : US Dept. of Housing and Urban Development, c2000
Call Number: HD 5725 W445 2000 FIC
ID Number: 9809857
Subject(s): Social Services
A guide to access recruiting, training, screening, and support services to obtain able, reliable workers who meet their businesses needs.

What a Difference Preparation Makes: A Guide to the Nonprofit Audit

Bremser, Wayne G. 1st ed. Washington, DC : Accountants for the Public Interest, c1992
Call Number: HF 5686 N56 B836 1992
ID Number: 9802771
Subject(s): Nonprofit management
Provides practical guidance to management and staff of all nonprofits preparing for an audit.

What It Takes: Structuring Interagency Partnerships to Connect Children and Families with Comprehensive Services

Melaville, Atelia L. Blank, Martin J. Jan. 1991 ed. Washington, DC : Education and Human Services Consortium, c1991
Call Number: HV 699 1991
ID Number: 9806521
Subject(s): Evaluation - Program Youth
Describes what the high quality, comprehensive services should entail and focuses on interagency partnerships as a potential key to large scale delivery of such services.

Where The Money Is: A Fund Raiser's Guide to the Rich

Bergan, Helen 2nd ed. Alexandria, VA : BioGuide Press, c1992.
Call Number: HG 177 B48 1992
ID Number: 9803617
Subject(s): Fund-raising
A guide to prospect and donor research for all kinds of nonprofit organizations.

Who Gets Grants: Foundation Grants to Nonprofit Organizations

MacLean, Rebecca McLeod, Denise 5th ed. New York : Foundation Center, c1998
Call Number: HV 97 A3 W628 1998
ID Number: 9801116
Subject(s): REFERENCE Corporate funding
Foundation funding Nonprofit management
Directory of grants given by foundations to nonprofit organizations.

Winning Federal \$\$\$\$ In The 90's

1st ed. Arlington, VA : Government Information Services, c1992
Call Number: HJ 275 W55 1992
ID Number: 9800461
Subject(s): Federal aid
Answers grantseekers frequently asked questions as they begin to seek federal dollars or as they strive to improve their grant-getting record.

Winning Federal Grants for Minorities

Lytte, David Dana, Carol 1st ed. Arlington, VA : Government Information Services, c1991
Call Number: HV 41.9 U5 W5 1991
ID Number: 9802779
Subject(s): Federal Aid Grantsmanship Proposal writing
Answers the most crucial and often-asked questions of grantees. Provides the insight needed to develop the most promising proposals.

Winning Federal Grants: A Guide to the Governments Grant-making Process

Ramsey, Leslie A. Hale, Phale D. 1st ed. Alexandria, VA : Capitol Publications, c1994
Call Number: HV 41.2 R183w 1994
ID Number: 9802357
Subject(s): Government funding Federal Aid
Designed to help cut your way through to the funds needed. Explains every aspect of how federal agencies operate their grant programs, giving grantseekers insight into government processes and showing them how to use the knowledge to their own advantage.

Winning Grants Step By Step

Carlson, Mim 1st ed. San Francisco, CA : Jossey-Bass Publishers, c1995
Call Number: HG 177 C374 1995
ID Number: 9800482
Subject(s): Proposal writing Nonprofit management
Improves your ability to turn an idea that requires funding into a proposal that merits funding.

Winning Strategies for Developing Grant Proposals

1st ed. Washington, DC : Government Information Services, c1999
Call Number: HG 177 W776 1999
ID Number: 9806708
Subject(s): Grantsmanship Proposal writing
A guideline for writing proposals and specific instructions for creating proposals for private sector sources and federal agencies.

Writing Grant Proposals That Win

Hale, Phale D. 2nd ed. Alexandria, VA : Capitol Publications, c1992
Call Number: HG 177 H35 1997
ID Number: 9800485
Subject(s): Grantsmanship Proposal writing
Provides grant writing on fundamentals and illustrates how the proposal writer can shape the basic form into a well-organized document that is unique and appealing to the reader.

Writing Proposals for Grants of Less Than \$25,000

1st ed. Arlington, VA : Government Information Services, c1990
Call Number: HG 177.5 U6 W75 1990
ID Number: 9802780
Subject(s): Grantsmanship Proposal writing
Provides tips for grant seekers to follow for seeking grants of less than \$25,000.

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